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TRUSTEE COUNCIL ADMINISTRATIVE RECORD

Fax d 2/24, & mailed

Exxon Valdez Oil Spill Trustee Council

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Gail Irvine, DOI/NBS

FROM:

Sandra Schubert Sundra

RE:

Project Reports

DATE:

February 29, 1996

This memo follows up on our recent telephone conversation regarding report requirements for your EVOS projects. Our records show that you received funding for the projects listed in the table below. Under the Trustee Council's *Procedures for the Preparation and Distribution of Reports*, each project funded must produce a **final** report that meets the approval of the Chief Scientist. For multi-year projects (1994 and later only), each project may produce an **annual** report each year until the project is completed, at which time a final report must be produced. The main difference between an annual report and a final report is that the annual report must be submitted to the Chief Scientist for peer review, but need not be rewritten in response to peer review comments. Final reports (which includes all reports on 1992 and 1993 projects) must be rewritten to meet the approval of the Chief Scientist.

The procedures are specific as to content and form of both the final and annual reports, and include a requirement that the report clearly state on its cover that it is either a Final Report or Annual Report. All reports are due to the Chief Scientist on April 15 of the year following the year in which the research project or restoration activity takes place, unless a different date is agreed to by the Executive Director. Copies of all reports must be submitted to OSPIC once approved by the Chief Scientist.

PROJECT NUMBER (and Report Number)	REPORT TITLE	REPORT STATUS
R103	Geographical extent and recovery monitoring of intertidal oiled mussel beds in the Gulf of Alaska	Final report accepted by Chief Scientist. Needs to be submitted to OSPIC.

93036	Geographical extent and recovery monitoring of intertidal oiled mussel beds in the Gulf of Alaska	Draft final report peer reviewed and returned to PI for revision 7/21/95 (see attached letter from Spies). Needs to be revised and resubmitted to Chief Scientist as soon as possible.
94266	Fate and persistence of oil stranded on Gulf of Alaska shorelines during EVOS	Draft final report peer reviewed and returned to PI for revision 6/14/95 (see attached letter from Spies). Needs to be revised and resubmitted to Chief Scientist as soon as possible.
95090	Mussel bed restoration and monitoring in the Gulf of Alaska	Draft final report due to Chief Scientist for peer review 9/30/96 (due date extended from 4/15/96).
96090	Project is just report writing for 95090; report will also include data from prior years	N/A

I spoke to Stan Senner and Bob Spies about whether your report for Project 94266 should be an annual or final report, recognizing your interest in another round of shoreline monitoring in the Gulf of Alaska. They agreed that it should be a final report. If monitoring is funded in a future year, it will be considered a new project rather than a continuation of your 1994 work.

Please call me if you have questions about any of this. I would suggest that you work with Lisa Thomas, the NBS liaison for the Trustee Council, in finalizing your reports and getting them to OSPIC. Also contact Lisa if you need a copy of the Trustee Council's *Procedures for the Preparation and Distribution of Reports*.

Lisa Thomas, DOI/NBS

cc:

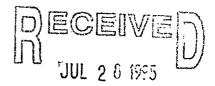
IENCES

July 21, 1995

Dr. Gail V. Irvine National Biological Service 1011 East Tudor Road Anchorage, AK 99503

VIA FAX and Mail

Dear Gail:



EXXON VALDEZ OIL SPILL TRUSTEE COUNCIL

My office received you draft report entitled "Geographical Extent and Recovery Monitoring of Intertidal Oiled Mussel Beds in the Gulf of Alaska Affected by the Exxon Valdez Oil Spill" on April 28, 1995. On July 10 I received comments from our peer reviewer, which you will find enclosed.

You will note that the reviewer has raised some serious criticisms of the report, especially the (1) methods used to estimate trends in oiling presented in Figures 22a and 22b, and (2) lack of quantitative comparisons to NOAA's work on mussel beds in Prince Williams Sound. I find his points well-taken, and I believe that you will need to make extensive revisions to this draft before it can be considered final. Please consider the enclosed comments carefully.

I will look forward to reviewing your revised report. Please note that I believe the appropriate number for this project is 93036 not 95090. If you have questions regarding the appropriate number for this report, please contact Sue Chase in my office.

Robert B. Spies Chief Scientist

First 2 digits should

reflect year work was performed, not year work was written up.

Enclosure

Stan Senner





EXXON VALDEZ OIL SPILL TRUSTEE COUNCIL

June 14, 1995

Dr. Gail Irvine National Biological Service 1101 E. Tudor Road Anchorage, AK 99503

Dear Gail:

I have received two reviews of your draft interim status report (April 1995) for Project/95266 "Fate and Persistence of Oil Stranded on Gulf of Alaska Shorelines during the 1989 Exxon Valdez Oil Spill"). In general, the reviewers had few major criticisms of the report, although they had many suggestions for improvements that I would like to see incorporated in the final draft. Enclosed please find copies of the reviews to guide your revisions.

Please note the comment of one of the reviewers regarding incorporating the chemical data. Given the lack of correspondence between the techniques used to assess oiling in 1992 and 1994, comparison of chemical measurements made in 1994 with previous measurements (1992 or earlier) will be important for purposes of assessing recovery. Consequently, I agree with the reviewer that analysis and discussion of the chemical data should be incorporated in the report in addition to having the data themselves included as an appendix.

Finally, please note that the cover for this report indicates that it is for Project 95266, but I believe this should be Project 94266/I look forward to reviewing the final draft of the report that includes the results of the chemical analyses.

Sincerely.

Robert B. Spies Chief Scientist

CC: Catherine Berg

Stan Senner

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 27, 1996

Bobby Pearson LGL Alaska Research Associates 4175 Tudor Centre Drive, Suite 101 Anchorage, Alaska 99508

Dear Ms. Pearson:

Please find enclosed the following two reports:

FS02 Injury to Salmon Eggs and Pre-emergent Fry 94191 Oil Related Egg and Alevin Mortalities (NOAA report)

The additional reports you requested, listed below, have either not been finally approved by the Chief Scientist or are not yet available in final form. I will forward them to you as soon as they become available.

FS01 Spawning Area Injury

FS03 Coded Wire Tag Studies on Prince William Sound Salmon

94191 Oil Related Egg and Alevin Mortalities (ADF&G report)

94255 Kenai River Sockeye Salmon Restoration

94320D Pink Salmon Genetics

Give me a call if you have questions about this.

Sincerely,

Sandra Schubert

Project Coordinator

Saudra Schubert

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



PUBLIC SERVICE ANNOUNCEMENT

Date:

February 27, 1996

96-03

Subject:

Trustee Council Meeting on February 28, 1996

Contact:

Molly McCammon or L.J. Evans 278-8012

Exxon Valdez Oil Spill Trustee Council Meeting

The Exxon Valdez Trustee Council will meet on Wednesday, February 28, beginning at 3:30 PM in the fourth floor conference room of the Exxon Valdez Oil Spill Trustee Council offices at 645 G Street in Anchorage.

The agenda will include consideration of the Large Parcel Protection Program including lands owned by the Eyak Corporation in eastern Prince William Sound.

For more information, contact L.J. Evans at 907/278-8012.

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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 27, 1996

Stacey Ashley 402 Aurora Anchorage, Alaska 99503

Dear Mr. Ashley,

I wanted to follow up once again regarding the concerns you expressed respecting one of the Trustee Council sponsored research projects, the Nearshore Vertebrate Predator (NVP) Project. As we discussed, the fundamental focus of this multi-year, interdisciplinary project is to assess the on-going health of the nearshore ecosystem through the study of four particular "top predators" — sea otters, river otters, harlequin ducks and pigeon guillemots. The NVP project is one of three major ecosystem studies being sponsored by the Trustee Council.¹ For your reference I have enclosed a copy of the Fiscal Year 1996 Work Plan that summarizes these three ecosystem projects along with the rest of the Trustee Council's restoration program.

The NVP project is a collaborative effort on the part of several organizations with the National Biological Service (part of the U.S. Department of the Interior) as lead agency. Part of the project involves research on the size and distribution of nearshore species such as starfish and sea urchins that are preyed upon by top predators such as sea otters or may compete with sea otters for certain prey species. One of the principal marine ecologists working on the project for NBS also serves as faculty at the the University of Washington (UW). Work on this part of the project has included the use of UW students to conduct portions of the project. After our most recent conversation, there were three specific issues that needed further clarification. After consulting with project staff, I wanted to provide you with the following additional information:

¹ The two other Trustee Council sponsored ecosystem study projects are the Sound Ecosystem Assessment (SEA) project that is focused on the environmental factors that control and constrain the survival and recruitment of Pacific herring and pink salmon. The other project is the APEX Seabird - Forage Fish project which is focused on whether the abundance, distribution and composition of forage fish (e.g., capelin, sandlance, juevenile herring) is limiting the recovery of certain fish-eating seabirds and mammals including common murres, marbeled murrelets and Harbor seals.

- 1. Wage rates The University of Washington students that worked on the project were paid \$8.50 per hour and did not receive any overtime pay.
- 2. Competitive bidding The charter vessel *Outer Limits* was secured through a competitive bidding process. Several bids were received for the work and the *Outer Limits* was the low bidder. Bids were kept confidential until the time of award.
- 3. Student divers and certification A combination of reasons led to the use of UW students for the underwater dive surveys. Use of students who were familiar with the NVP project research objectives, had the necessary biological training, and who could work as a team was one consideration. Another factor was liability divers working on research funded through the University must have a UW research certification. While all organizations funded by the Trustee Council are encouraged to seek local hire opportunities when appropriate this is easier in some cases than in others. Each federal and state agency must follow applicable procurement and employment laws.

Thank you for taking the time to express your concerns. I hope that this additional information is helpful.

Sincerely,

Zhir Myers, Director of Operations

enclosure

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Bruce Wright/NOAA

FROM:

Molly McCampan

Executive Director

RE:

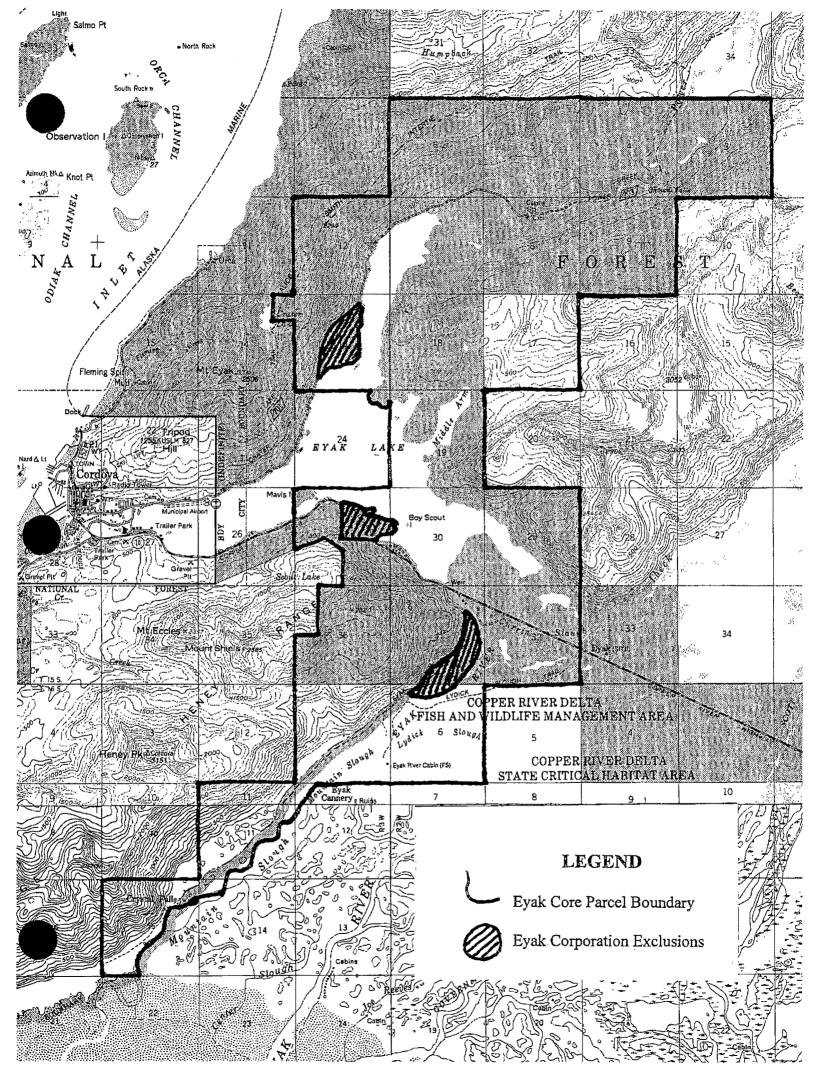
Final Report for Project 96090/Mussel Bed Restoration and Monitoring

DATE:

February 27, 1996

The purpose of this memorandum is to confirm an extended due date of September 30, 1996 for Maline Babcock's and Gail Irvine's final report on Project 96090/Mussel Bed Restoration and Monitoring. As indicated in the Detailed Project Description, the final report will contain 1992, 1993, 1994 and 1995 data from mussel beds in Prince William Sound and the Gulf of Alaska.

cc: Bob Spies, Chief Scientist Catherine Berg, DOI Lisa Thomas, DOI/NBS



Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

	STEVE PENNOYER		S AXIE
To:_	JIM WOLFE	Number:	
Fron	n: DAVE CIBBONS	Date:	FEB 27, 1996
Con	nments:	Total Pages:	TWO
	ENCLOSED IS A MAP OF	THE EYAK LANDS BOUNDARIES	
		·, · ·	
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Doc	ument Sent By:		

2/15/95

Restoration Office 645 "G" Street, Anchorage, AK 99501

Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Trustee Council

THROUGH:

Molly Machanimon

Executive Director

FROM:

Traci Cramer

Administrative Officer

DATE: February 26, 1996

RE:

Financial Report as of January 31, 1996

Attached is the Statement of Revenue, Disbursements and Fees, and accompanying notes for the Exxon Valdez Joint Trust Fund for the period ending January 31, 1996.

The following is a summary of the information incorporated in the notes and contained on the statement.

Joint Trust Fund Account Balance	\$102,266,723	
Less: Current Year Commitments (Note 5)	\$24,456,000	
Less: Restoration Reserve Balance (Note 6)	\$36,000,000	
Plus: Adjustments (Note 7)	<u>\$432,337</u>	
Unagement than Eural Dalaman		7.4

Uncommitted Fund Balance \$42,243,060

Plus:	Future Exxon Payments (Note 1)	\$420,000,000	,
Less:	Remaining Reimbursements (Note 3)	23,300,000	
Less:	Remaining Commitments (Note 8)	<u>\$36,091,667</u>	

Total Estimated Funds Available \$402,851,393

If you have any questions regarding the information provided please give me a call at 586-7238.

attachments

cc: Restoration Work Force

Bob Baldauf

NOTES TO THE STATEMENT OF REVENUE, DISBURSEMENTS AND FEES FOR THE EXXON VALDEZ JOINT TRUST FUND

As of January 31, 1996

1. Contributions - Pursuant to the agreement Exxon is to pay a total of \$900,000,000.

Received to Date \$480,000,000 Future Payments \$420,000,000

- 2. Interest Income In accordance with the MOA, the funds are deposited in the United States District Court, Court Registry Investment System (CRIS). All deposits with CRIS are maintained in United States government treasury securities with maturities of 100 days or less. Total earned since the last report is \$383,970.
- 3. Reimbursement of Past Costs Under the terms of the agreement, the United States and the State are reimbursed for expenses associated with the spill. The remaining reimbursements represents that amount due the State of Alaska.
- 4. Fees CRIS charges a fee of 10% for cash management services. Total paid since the last report is \$42,663.
- 5. Current Year Commitments Includes \$12,456,000 for the Alaska SeaLife Center and the following land payments.

<u>Seller</u>	<u>Amount</u>	<u>Due</u>
Koniag, Incorporated	\$4,500,000	September 1996
Akhiok-Kaguyak	\$7,500,000	September 1996

- 6. Restoration Reserve The total in the Restoration Reserve is \$36,000,000.
- 7. Adjustments Under terms of the Agreement, both interest earned on previous disbursements and prior years unobligated funding or lapse are deducted from future court requests. Unreported interest and lapse is summarized below.

	Interest	Lapse
United States	\$O	
State of Alaska	\$432.337	

8. Remaining Commitments - Includes the following land payments.

<u>Seller</u>	<u>Amount</u>	<u>Due</u>
Seal Bay	\$3,091,667	November 1996
Akhiok-Kaguyak	\$7,500,000	September 1997
Koniag, Incorporated	\$9,000,000	September 1997 and 1998
Koniag, Incorporated	\$16,500,000	September 2002

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STATEMENT OF REVENUE, DISBURSEMENT, AND FEES EXXON VALDEZ OIL SPILL JOINT TRUST FUND As of January 31, 1996

•				To Date	Cumulative
_	1993	1994	1995	1995	Total
REVENUE:					
Contributions: (Note 1)					
Contributions from Exxon Corporation	250,000,000	70,000,000	70,000,000	0	480,000,000
Less: Credit to Exxon Corporation for clean-up costs incurred	(39,913,688)				(39,913,688
Total Contributions	210,086,312	70,000,000	70,000,000	0	440,086,312
Interest Income: (Note 2)	•				
Exxon Corporation escrow account					831,233
Joint Trust Fund Account	1,378,000	3,736,000	5,706,666	1,872,210	13,288,876
Total Interest	1,378,000	3,736,000	5,706,666	1,872,210	14,120,109
Total Revenue	211,464,312	73,736,000	75,706,666	1,872,210	454,206,421
DISBURSEMENTS:				•	
Reimbursement of Past Costs: (Note 3)					
State of Alaska	29,000,000	25,000,000			83,267,842
United States	36,117,165	6,271,600	2,697,000	0	69,812,045
Total Reimbursements	65,117,165	31,271,600	2,697,000	0	153,079,887
Disbursements from Joint Trust Account:					
State of Alaska	18,529,113	44,546,266	41,969,669	5,263,565	116,867,813
United States	9,105,881	6,008,387	48,019,928	11,222,224	80,676,920
Total Disbursements	27,634,994	50,554,653	89,989,597	16,485,789	197,544,733
FEES:					
U.S. Court Fees (Note 4)	154,000	364,000	586,857	187,221	1,315,078
Total Disbursements and Fees	92,906,159	82,190,253	93,273,454	16,673,010	351,939,697
Increase (decrease) in Joint Trust	118,558,153	(8,454,253)	(17,566,788)	(14,800,800)	102,266,723
Joint Trust Account Balance,	24,530,411	143,088,564	134,634,311	াৰ 7,067,523	
beginning balance	142 000 564	104 604 011	117.067.532	102,266,723	
Joint Trust Account Balance, end of period	143,088,564	134,634,311	117,067,523	102,200,720	•
Current Year Commitments: (Note 5)					(24,456,000
Restoration Reserve: (Note 6)					(36,000,000
Adjustments: (Note 7)					432,33
Uncommitted Fund Balance					42,243,06
maining Reimbursements (Note 3)					(23,300,00
Remaining Commitments: (Note 8)					(36,091,66
Total Estimated Funds Available					402,851,39
					6 1.22 DM

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Statement 1

Statement of Exxon Settlement Funds As of January 31, 1996

Beginning Balance of Settlement	900,000,000
Receipts:	
Interest Earned on Exxon Escrow Account	831,233
Net Interest Earned on Joint Trust Fund (See Note 1)	11,973,798
Interest Earned on United States and State of Alaska Accounts	2,404,950
Total Interest	15,209,980
Disbursements:	
Reimbursements to United States and State of Alaska	153,079,887
Exxon clean up cost deduction	39,913,688
Joint Trust Fund deposits	287,837,658
Total Disbursements	480,831,233
Funds Available	
Exxon future payments	420,000,000
Balance in Joint Trust Fund (See Statement 2)	102,266,723
Future acquisition payments	(48,091,667)
Alaska Sealife Center	(12,456,000)
Remaining Reimbursements	(23,300,000)
Other (See Note 2)	432,337
Total Estimated Funds Available	438,851,393
•	

Note 1: Gross interest earned less District Court registry fees. Note 2: Adjustment for unreported interest earned and lapse

Footnotes:

- 1 The Joint Trust Fund Balance includes the Restoration Reserve Fund which has been allocated \$36 million to date.
- 2 As of the date of this report, the \$5,191,122 court request associated with the 1996 Work Plan has not been withdrawn and is reflected in the Joint Trust Fund Balance.

Statement 2

Cash Flow Statement Exxon Valdez Oil Spill Settlement United States and State of Alaska Joint Trust Fund As of January 31, 1996

Deposit December 1991 36,837,111 Deposit December 1992 56,586,312 Deposit September 1993 68,382,335 Deposit September 1994 58,728,400 Deposit September 1995 67,303,000 Total Deposits 287,837,658 287,837,658 287,837,658 Interest Earned 13,288,876 Total Interest 13,288,876 Total Interest 13,288,876 Total Receipts 301,126,534 Total Receipts 301,126,534 Total Receipts 21,879,700 Withdrawal June 1992 6,567,264 Withdrawal June 1992 4,567,264 Withdrawal June 1993 21,067,740 Withdrawal November 1993 29,950,000 Withdrawal November 1993 4,743,925 Withdrawal November 1994 15,860,728 Withdrawal November 1994 10,664,256 Withdrawal November 1994 3,111,204 Withdrawal November 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal April 1995 17,200,000 Withdrawal May 1996 30,951,032 Withdrawal November 1995 1,652,014 Withdrawal November 1995 1,552,014 Withdrawal November 1995 1,294,667 Total Requests 197,544,733 197,544,733 197,544,733 197,544,733 197,544,733 197,544,733 198,859,810 Total Disbursements 198,859,810 100,2266,723 100,2266	Receipts:		
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Withdrawal November 1993 29,950,000 Withdrawal November 1993 4,743,925 Withdrawal June 1994 15,860,728 Withdrawal October 1994 10,664,256 Withdrawal November 1994 3,111,204 Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal November 1995 12,500,000 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal December 1992		
Withdrawal November 1993 4,743,925 Withdrawal June 1994 15,860,728 Withdrawal October 1994 10,664,256 Withdrawal November 1995 3,111,204 Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal June 1993		
Withdrawal June 1994 15,860,728 Withdrawal October 1994 10,664,256 Withdrawal November 1994 3,111,204 Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal November 1995 12,500,000 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal November 1993	29,950,000	
Withdrawal October 1994 10,664,256 Withdrawal November 1994 3,111,204 Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal November 1995 12,500,000 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal November 1993	4,743,925	
Withdrawal November 1994 3,111,204 Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal November 1995 12,500,000 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal June 1994	15,860,728	
Withdrawal January 1995 13,911,091 Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal October 1994	10,664,256	
Withdrawal April 1995 17,200,000 Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal November 1994	3,111,204	:
Withdrawal September 1995 1,652,014 Withdrawal May 1996 30,951,032 Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal January 1995	13,911,091	
Withdrawal May 1996 30,951,032 Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal April 1995	17,200,000	
Withdrawal October 1995 12,500,000 Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal September 1995	1,652,014	
Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal May 1996	30,951,032	
Withdrawal November 1995 11,294,667 Withdrawal January 1996 5,191,122 Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal October 1995	12,500,000	ي څخه
Total Requests 197,544,733 197,544,733 District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal November 1995	11,294,667	
District Court Fees 1,315,078 1,315,078 Total Disbursements 198,859,810	Withdrawal January 1996	5,191,122	
Total Disbursements 198,859,810	Total Requests	197,544,733	197,544,733
	District Court Fees	1,315,078	1,315,078
Balance in Joint Trust Fund	Total Disbursements		198,859,810
	Balance in Joint Trust Fund		102 266 723

Footnotes:

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^{1 -} The Joint Trust Fund Balance includes the Restoration Reserve Fund which has been allocated \$36 million to date.

Schedule of Payments for Exxon Valdez Oil Spill Settlement Monles from Exxon As of January 31, 1996

Disbursements:	FFY 1991 December 31 1991	FFY 1992 December 1 1992	FFY 1992 September 1 1993	FFY 1994 September 1 1994	FFY 1995 September 1 1995	Total
		1332	1333	7334	1333	TOTAL
Reimbursements:					•	
United States						
FFY92	24,726,280	0	0			24,726,280
FFY93	0	24,500,000	11,617,165			36,117,165
FFY94	0	0	0	6,271,600		6,271,600
FFY95	0	0	0	•	2,697,000	2,697,000
Total United States	24,726,280	24,500,000	11,617,165	6,271,600	2,697,000	69,812,045
State of Alaska						
General Fund:						
FFY92	25,313,756	0	0			25,313,756
FFY93	0	16,685,133	0			16,685,133
FFY94	0	0	14,762,703			14,762,703
FFY95	0	0	0	0		o
Mitigation Account:						
FFY92	3,954,08 6	0	0			3,954,08 6
FFY93	0	12,314,867	0			12,314,867
FFY94	0	0	5,237,297	5,000,000		10,2 3 7,2 97
FFY95 (Prevention Account)	0	0	0		0	0
Total State of Alaska	29,267,842	29,000,000	20,000,000	5,000,000	0	83,267,842
Total Reimbursements	53,994,122	53,500,000	31,617,165	11,271,600	2,697,000	153,079,887
Deposits to Joint Trust Fund						
FFY92	36,837,111	0	0			36,837,111
FFY93	0	56,586,312	68,382,835			124,969,147
FFY94	0	0	0			0
FFY95	0	0	0	58,728,400	67,303,000	126,031,400
Total Deposits to Joint Trust Fund	36,837,111	56,586,312	68,382,835	58,728,400	67,303,000	287,837,658
_					Bridge Committee Com	
Exxon clean up cost deduction	0	39,913,688	0	0	<u> </u>	39,913,688
Total Disbursements	90,831,233	150,000,000	100,000,000	70,000,000	70,000,000	480,831,233
=						
Remaining Exxon payments to be made:					,	
September 1994	0				** * * * * * * * * * * * * * * * * * *	
September 1995	0					
September 1996	70,000,000					
September 1997	70,000,000					
September 1998	70,000,000					
September 1999	70,000,000					
September 2000	70,000,000					
September 2001	70,000,000 420,000,000					

Schedule of Disbursements for Exxon Valdex Oil Spill United States and State of Alaska Joint Trust Fund As of January 31, 1996

	June 1992	December 1992	June 1993	November 1993	December 1993	Juno 1994	October 1994	November 1994	January 1995	April 1995	May 1995	September 1995	October 1995	November 1995	January 1996	Total
Dishucsomants:																ų.
Court Requests																
United States																
FFY92	6,320,500	0	0	0	0	0										6,320,500
FFY93	0	3,074,029	6,031,852	0	0	0										9,105,881
FFY94	0	0	0	0	2,516,069	3,492,318	0									6,008,387
FFY95	0	0	0	0	0	0	3,676,179	0	4,676,182	17,200,000	1,480,251	21,087,316				48,019,928
FFY96														8,000,000	3,222,224	11,222,224
Total United States	6,320,500	3.074,029	6,031,852	0	2,516,069	3,492,318	3,576,179	0	4,676,182	17,200,000	1,480,251	21,087,316	0	8,000,000	3,222,224	69.454,696
State of Aleska			_		_	_										
FFY92	6,559,200	0	0	0	0	0										6,559,200
FFY93	0	3,493,225		0	o o	0										18,629,113
FFY94	0	O	0	29,950,000	2,227,856	12,368,410										44,546,266
FFY95	0	0	0	0	0	0	7,088,077	3,111,204	9,234,909		171,763	9,863,716	12,500,000			41,969,669
FFY96														3,294,667	1,968,898	5,263,565
Total State of Alaska	6,559,200	3,493,225	15,035,888	29,950,000	2,227,856	12,368,410	7,086,077	3,111,204	9,234,909	<u> </u>	171,763	9,863,716	12,500,000	3,294,667	1,968,898	111,604,248
•																
Total Court Requests	12,879,700	6,567,254	21,067,740	29,950,000	4,743,925	15,860,728	10,664,256	3,111,204	13,911,091	17,200,000	1.652,014	30,951,032	12,500,000	11,294,667	5,191,122	191,059,944
District Court Fees	•															1,315,078
American Company																100 074 000
Total Disbursements																182,374,022

Total Disbursements represent the amount of funds which were either transferred to the State or Federal Governments and the Payment of District Court Fees.

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Schedule of Work Plan Authorizations and Other Authorizations

_	FFY 92	FFY 93	FFY 94	FFY 95	FFY 96	Total
Work Plan authorizations						
United States:						
June 15, 1992	6,320,500	0	0			
January 25, 1993	0	3,113,900	0			
January 25, 1993 November 10, 1993	0	6,0 35, 500 0	0			
November 30, 1993	0	0	2,567,800			
June 1994	v	•	4,536,800			
June 1994			84,500			
July 1994			1,500,000			
August 1994				2,245,600		
November 1994				2,842,900		
December 1994				749,600		
March 1995 August 1995				1,484,100	£ 202 100	
December 1995					6,202,100 3,270,900	
Total United States	6,320,500	9,149,400	8,689,100	7,322,200	9,473,000	40,954,200
State of Alaska						
	6 550 200	0	0			
June 15, 1992 January 25, 1993	6,559,200 0	3,574,000	o			
January 25, 1993	Ö	7,570,900	ő			
November 30, 1993	ō	1,500,000	4,454,300			
June 1994			12,391,700			
June 1994			215,800			
July 1994			0			
August 1994				7,717,200		
November 1994				9,098,700		
December 1994 March 1995				180,500 492,600		
August 1995				432,000	12,690,300	
December 1995					2,231,100	
Total State of Alaska	6,559,200	12,644,900	17,061,800	17,489,000	14,921,400	68,676,300
Total Work Plan authorizations	12,879,700	21,794,300	25,750,900	24,811,200	24,394,400	109,630,500
Other Authorizations						
United States:						
Orca Narrows (6/94, Eyak)			2,000,000	1,650,000		3,650,000
Kodiak National Wildlife Refuge (3/95, 9/95 AKI)				21,000,000		21,000,000
Kodiak National Wildlife Refuge (3/95, 9/95 Old Harbor)				11,250,000		11,250,000
Koniag			1 000 000	22 000 000	8,000,000	8,000,000
Total United States			2,000,000	33,900,000	8,000,000	43,900,000
State of Alaska:						
Kachemak 8ay State Park (1/95)		7,500,000				7,500,000
Seal Bay (11/93,11/94)			29,950,000	3,229,042	3,294,667	36,473,709
Alaska SeaLife Center	×				12,500,000	12,500,000
Total State of Alaska		7,500,000	29,950,000	3,229,042	15,794,667	56,473,709
Total Land Acquisitions	0	7,500,000	31,950,000	37,129,042	23,794,667	100,373,709
Restoration Reserve			12,000.000	12,000,000	12,000,000	36,000,000
Total	12,879,700	29,294,300	69,700,900	73,940,242	60,189,0 6 7	246,004,209

Faotnotes

Work Plan Authorization and Land Acquisitions only. Will not balance to the Schedule of Disbursements from the Joint Trust Fund or the court requests due to the reauthorization of projects (carry-forward) and deductions for interest and lapse.

This schedule does tie to the quarterly reports with the exception of 93' and 92'. In FY93 the Work Plan represented the transition to the Federal Fiscal Year from the Oil Year or a seven month period. This schedule presents authorization on the Federal Fiscal Year and as such FFY92 and FFY93 does not balance.

The Trustee Council conditionally approved \$181,900 for Fleming Spit on 6/1/95. However, the project was not approved by the Department of Justice and as such has not been included on this statement.

	Exxon \	/aldez Oil Spill	Joint Trust Fu	nd Account		
	Intere	est Earned/Dist	rict Court Regi	stry Fees		
	· · · · · · · · · · · · · · · · · · ·	As of Janu	iary 31, 1996			
	FFY 1992	FFY 1993	FFY 1994	FFY 1995	FFY 1996	Total
Earnings Deposits	17,683	31,124	33,476	55,809		138,092
Earnings Allocated:						
1991	28,704					28,704
1992	526,613	553,696				1,080,309
1993		639,180	1,461,735			2,100,915
1994			1,876,789	1,402,937		3,279,726
1995				3,661,063	1,684,989	5,346,052
Total	555,317	1,192,876	3,338,524	5,064,000	1,684,989	11,835,706
Total Earnings	573,000	1,224,000	3,372,000	5,119,809	1,684,989	11,973,798
Registry Fees:	3,189					3,189
1991 1992		100 000				120,034
1993	19,811	100,223 53,777	179,658			233,435
1993	-	53,777	184,342	190.072		364,414
1995			104,342	180,072 406,785	187,221	594,006
Total	23,000	154,000	364,000	586,857	187,221	1,315,078
i otai	25,000	154,000	304,000	300,037	107,221	1,313,070
Gross Earnings	596,000	1,378,000	3,736,000	5,706,666	1,872,210	13,288,876
0.000 4490	333,300	1,3.3,330	2,.22,230	3,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	

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<u> </u>	As of January	31, 1996	
	State of Alaska	United States	
	EVOSS Account	NRDA& R	Total
June 1992	22,675		22,675
July 1992	23,952		23,952
August 1992	21,300		21,300
September 1992	12,847		12,847
October 1992	13,774		13,774
November 1992	11,775		11,775
December 1992	9,463		9,463
January 1993	7,670		7,670
February 1993	16,263		16,263
March 1993	13,862		13,862
April 1993	11,568		11,568
May 1993	10,309		10,309
June 1993	7,713		7,713
July 1993	38,502		38,502
August 1993	31,719		31,719
September 1993	21,069		21,069
October 1993	19,030		19,030
November 1993	28,561		28,561
December 1993	16,817		16,817
January 1994	22,398		22,398
February 1994	19,086	117,178	136,264
March 1994	20,754		20,754
April 1994	18,714		18,714
May 1994	15,878		15,878
June 1994	17,707	34,621	52,328
July 1994	52,823	54,021	52,823
August 1994	43,845		43,845
September 1994	40,408	43,567	83,975
October 1994	44,291	(5,950)	38,341
November 1994	63,286	(3,330)	63,286
December 1994	67,496		67,496
January 1995		3,849	
February 1995	89,341	3,049	93,190
	100,714		100,714
March 1995	104,570	17.022	104,570
April 1995	95,432	17,033	112,465
May 1995	92,595	<u> </u>	92,595
June 1995	80,613		80,613
July 1995	76,424	50,042	126,466
August 1995	68,771	0	68,771
September 1995	59,945	44.600	59,945
October 1995	133,486	44,826	178,313
November 1995	154,119		154,119
December 1995	143,917		143,917
January 1996	134,300	<u> </u>	134,300
Total	2,099,783	305,167	2,404,950
NOTES: The 6117 170 NE	DA&P interest figure is a sure	dative amount Measthly and	
	RDA&R interest figure is a cumu allable for prior periods. Bob Bo		
will start tracking/recording			
	R negative reflects an adjustme		

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Schedule of Interest Adjustments to the Court Requests As of January 31, 1996

	June 1992	December 1992	June 1993	December 1993	June 1994	October 1994	November 1994	December 1994	March 1995	August 1995	January 1996	Total	Unallocated Interest
Disbursements:													
Court Requests													
United States FFY92 FFY93 FFY94 FFY95 FFY96	(39,871	3,648	51,231	22,427	34,621		37,618	3,849	63,226	48,676	0 43,519 73,658 139,314 48,676	
Total United States	(39,871	3,648	51,231	22,427	34,621	0	37,618	3,849	63,226	48,676	305,167	(0)
State of Alaska FFY92 FFY93 FFY94 FFY95 FFY96	(80,775	35,012	64,944	239,090	52,823	117,838	44,291	320,837	449,634	262,202	0 115.787 304.034 985.423 262,202	
Total State of Alaska		80,775	35,012	64,944	239,090	52,823	117,838	44,291	320,837	449,634	262,202	1,667,446	432,337
Total Adjustment) 120,646	38,660	116,175	261,517	87,444	117,838	81,909	324,686	512,860		1,972,613	432,337

Footnotes:

The unallocated interest is tied to the INT Acct. sheet.

Schedule of Lapse Adjustments to the Court Requests As of January 31, 1996

	December 1993	June 1994	August 1995	Total
Disbursements:				
Court Requests			·	
United States				
FFY92				0
FFY93	•			0
FFY94		3,106,555		3,106,555
FFY95				0
FFY96			220,858	220,858
Total United States	0	3,106,555	220,858	3,327,413
State of Alaska				
FFY92				0
FY93				0
FFY94	3,661,600			3,661,600
FFY95			-	. 0
FFY96			2,376,950	2,376,950
Total State of Alaska	3,661,600	0	2,376,950	6,038,550
		0.400.555		
Total Adjustment	3,661,600	3,106,555	2,597,808	9,365,963

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Joe Sullivan/ADF&G

FROM:

Molly McCampaon

Executive Director

RE:

Final Report for Project 95106/Subtidal Monitoring: Eelgrass Communities

DATE:

February 26, 1996

The purpose of this memorandum is to confirm an extended due date of May 30, 1996 for Steve Jewett's final report on Project 95106/Subtidal Monitoring: Eelgrass Communities. I understand that this extension is needed because the hydrocarbon analysis is not expected from the Auke Bay Lab until March 15.

cc: Bob Spies

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Bruce Wright/NOAA

FROM:

Molly McCamphon

Executive Director

RE:

Final Report for Project 96074/Herring Reproductive Impairment

DATE:

February 26, 1996

The purpose of this memorandum is to confirm an extended due date of June 15, 1996 for Jeep Rice's and Mark Carls's final report on Project 96074/Herring Reproductive Impairment. I understand that this extension is needed because data analysis is not expected to be complete until mid-March. The final report will contain all data from 1994 and 1995 research. No annual report for the 1995 field season is required.

cc: Bob Spies

Restoration Office

645 "G" Street, Anchorage, AK 99501 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Restoration Work Force

FROM:

Traci Cramer

Administrative Officer

DATE: February 22, 1996

RE:

DRAFT Audit Response

Attached you will find a DRAFT Audit Response relating to the General Comments, the Court Registry Investment System, and the NRDA&R sections. It is requested that you review the DRAFT response. Please get any comments or suggested changes back to me by close of business February 26, 1996.

If you have any questions, give me a call at 586-7238.

attachment

cc:

Molly McCammon

Restoration Office

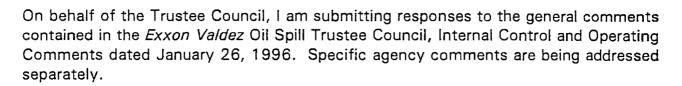
645 "G" Street, Anchorage, AK 99501

Phone: (907) 278-8012 Fax: (907) 276-7178

February 22, 1996

Elgee, Rehfeld & Fund, CPA's 9309 Glacier Highway, Suite B-200 Juneau, Alaska 99801

RE: Audit Response



GENERAL COMMENTS

Recommendation: The Trustee Council modify the Financial Operating Procedures to require that the expenditure of general administration budgets be tied to the expenditure of direct project costs.

Response: We concur that the existing Financial Operating Procedures are silent in regards to actual recovery of general administration expenses and that clarification is required. The Financial Operating Procedures were written in 1992 and are currently being revised. Your proposal to tie the expenditure of indirect costs to actual expenditures of direct costs appears reasonable and will be discussed during this review. It is the option of the Trustee agencies that the general administration formula does not adequately reflect the full indirect cost.

Recommendation: The Trustee Council modify the Financial Operating Procedures to require that Agencies calculate the effect of budgetary transfers within single projects on the general administration budget. If the effect is to decrease the net general administration budget, then that amount should not be expended but be used to reduce future transfers to the Trustee Agency. Any increase in the net general administration budget would have to be absorbed within the authorized budget or be bought back to the Council for approval.

Response: We concur that the existing Financial Operating Procedures are silent in regards to the effect of transfers between object classes and the impact any transfers have on the recovery of general administration. As mentioned above, the Financial





Operating Procedures are currently being revised. In concept, your recommendation to tie the recovery of indirect costs to actual expenditures of direct costs should alleviate this concern. However, depending how frequently the recovery for general administration exceeds the amount budgeted (due to shifts in line items) the cost benefit associated with revising Trustee Council authorization could be small.

Recommendation: When interagency transfers are made, any associated general administration budgets be transferred as well.

Response: We concur. The transfer of \$80,000 for project 95126 without general administration was an oversight.

Recommendation: The Council define the project management function, segregate which personnel costs should be charged to such function, and develop separate project management budgets for each Trustee Agency. These budgets should then be approved by the Council separately from the restoration projects. By doing so, the costs associated with project management will be easily identifiable, and accountability for the Council's action will improve.

Response: We concur that project management is an important aspect of the Council's restoration program. Past practice has been to include funding in the individual budgets to coordinate the planning, communication, and reporting requirements of the restoration program. This method makes it difficult to determine the responsibilities of the individual. It also requires that the individual track and ultimately charge their time to the individual projects which is not practical. Your recommendation will require agencies to define the organizational structure and to submit separate project management budgets. This approach will result in a better understanding of the functions and responsibilities of project management and would not require the use of resources to track and charge their time to the individual projects.

Recommendation: The Trustee Agencies include a stipulation in the RSA's or contracts with UAF that detail be provided (time and attendance records, encumbering documents, travel authorization forms, invoices, etc.) with bills to support the amounts claimed for reimbursement, as required and performed by all other contractors. This detail should be summarized by object code (personnel, travel, contractual, etc.), and should clearly indicate to which federal fiscal year bills relate.

Response: We concur. At a minimum, all contractors should be required to submit invoices which clearly indicate the Work Plan Fiscal Year, with sufficient detail to allow the agency to determine that the payment represents expenses applicable to the work being performed. However, the type of supporting documentation at the time of invoicing should be negotiated prior to signing the contract. Regardless of the type of documentation required, all contractors should be required to maintain separate records for their activities and those records should be available on request.



Recommendation: Project managers review monthly restoration project expenditure reports and the Restoration Office staff review its monthly detail expenditure activity. The reviewer should evaluate if project expenditures were properly approved and appropriate for the project, and if cumulative expenditures are within authorized budget limits.

Response: We concur that the project managers are responsible for safeguarding, managing, and accounting for the funds. This includes ensuring that the expenses are appropriate for the project, that the funds are being used efficiently and effectively, and that the information contained in the accounting system is reliable. We concur that the project managers should be comparing actual expenditures to what was budgeted on a regular basis.

Recommendation: During fiscal 1995, completion of reports has been markedly improved. We noted the Council and the Restoration Office have taken steps to ameliorate late reports by tying future project funding to the submission of these reports. We recommend that this policy be followed, and that all Trustee Agencies file project reports in a timely manner.

Response: We concur. The Invitation to Submit Restoration Projects for Federal Fiscal Year 1997 continues the practice of tying the completion of reports to future funding. The Invitation states 'Be aware: for projects continuing from FY 96, the FY 97 submission will not be reviewed if the applicable report is not submitted by April 15, 1996 unless other arrangements have been made with the Anchorage Restoration Office'.

Recommendation: All financial reports be filed in a timely manner as required by the Financial Operating procedures.

Response: We concur.

Recommendation: The Council amend its Financial Operating Procedures to clarify and specify the procedures for lapsing of restoration project authorizations. These procedures should be uniformly followed by all Federal and State Trustee Agencies. Because certain obligations (encumbrances) against a fiscal year's restoration projects may not become known for some period after the end of the fiscal year, a closing provision should be included in the amended procedures. For example, the Council may want to consider a policy which includes the following steps:

- 1. After September 30 of each fiscal year, no new obligations may be incurred by a Trustee Agency relating to restoration projects of the fiscal year just ended.
- 2. During the months of October, November and December following the end of the fiscal year, the Trustee Agencies will accumulate and record all expenditures and obligations related to restoration projects conducted during the fiscal year just



ended.

- 3. By January 15, the Trustee Agencies will prepare final expenditure reports for the Restoration Office which will reflect all expenditures and obligations incurred by the Agencies on restoration projects for the fiscal year. These amounts will then reduce the disbursements from the Joint Trust Account with CRIS to fund future Federal and State projects.
- 4. As soon as practical after January 15, any unexpended or unobligated balances remaining at the Federal Trustee Agencies will be returned to NRDA&R who will confirm the receipt of the funds to the Restoration Office.
- 5. During the months of January through September following the close of the fiscal year just ended, the Federal and State Agencies will accumulate and record additional expenditures against the prior fiscal year's restoration projects. These amounts will then be reported to the Restoration Office for review and a recommendation will be submitted to the Council as to whether these amounts will be reimbursed.

Response: We concur that the Financial Operating Procedures must be modified to address the issue of project lapse. For discussion purposes, your recommendation will be used as a starting point in developing a procedure which can be used by all Trustee agencies.

Recommendation: For fiscal 1996, the budget was somewhat consolidated with the Alaska Department of Fish and Game, and Natural Resources, and NOAA administering the Restoration Office's activities. For the reasons described, however, we recommend that the budget be consolidated within one agency, to the extent possible.

Response: To the maximum extent possible, the budget for the Restoration Office will be consolidated in Fiscal Year 1997.

Recommendation: The Council review and modify the equipment procedures identified in the Financial Operating Procedures so the Council can obtain the maximum benefit from the monitoring process. Future equipment purchases may be reduced if an effective equipment management system is implemented with routinely updates and tracks equipment and which provides an inventory of functional equipment purchased with settlement funds.

Response: We concur. As mentioned previously, the Financial Operating Procedures are currently under revised. As you point out, the benefit derived from monitoring items near the \$500 value should be reassessed. In addition, we need to clarity how and when to dispose of equipment which has ceased to function or have value. Finally, the issue of sharing equipment between agencies and ownership of the equipment needs further clarification.

Recommendation: If the Council, or the State, chooses to implement the State Audit



Requirement, they may do so. However, restoration funds received by contractors through the state are not automatically subject to the audit requirement. We recommend that the Executive Director of the Restoration Office annually review those contractors receiving restoration funds from the State of Alaska and make a determination whether the State Audit Requirement will be required. In making this determination, the Executive Director would consider whether the Council needs some level of assurance over and above state and federal agency review of expenditure documentation, and the annual audit conducted of the Trust Funds by this firm. If an audit requirement is made, then the contractors could include this cost in their contract to provide restoration project services.

Response: We concur.

COURT REGISTRY INVESTMENT SYSTEM - JOINT TRUST ACCOUNT

Recommendation: That immediate action be initiated to revise the registry fees charge by the Court Registry Investment System (CRIS).

Response: We concur and have requested legal counsel to review the issue of registry fees and determine what options are available to the Trustee Council.

Recommendation: All disbursements from the Joint Account should be accomplished electronically.

Response: We concur and have requested legal counsel review the issue of electronic transfers and determine what options are available to the Trustee Council.

Recommendation: The Reserve Fund be established at the earliest possible date in order to achieve the objective of the Council.

Response: We are pleased to report that the long term securities were purchased February 15, 1996.

UNITED STATES, NATURAL RESOURCES DAMAGE ASSESSMENT AND RESTORATION FUND

Recommendation: The Council determine whether it is possible to authorize Agencies' approved restoration projects upon disbursement of funds to NRDA&R from CRIS. By doing so, each Agency would need to account for and record a single authorization each fiscal year. The Council may also want to consider reimbursing the Trustee Agencies for restoration project work performed during the fiscal year rather than advancing the funds to the Trustee Agencies as currently done.

Response: We concur that improvements to the NRDA&R cash disbursement process



is required. This includes the number of times an agency must request authorization and the existing method of advancing funds. It should be noted that significant improvements in the transfer process has been accomplished since the initial Court disbursement. However, the recommendation regarding a single authorization is not practicable if the Trustee Council continues to approve projects during the fiscal year.

Recommendation: As in the previous point, we recommend that the Council determine whether it is possible to authorize the Agencies' approved restoration projects upon disbursement of funds to NRDA&R from CRIS, and pending disbursement from NRDA&R. The Council may also want to consider reimbursing the Trustee Agencies for restoration project work performed during the fiscal year rather than advancing the funds to the Trustee Agencies as currently done.

Response: We concur and will purse the appropriate channels to determine how a reimbursement process would work. It should be stressed that involvement of the Federal agencies is essential since each has its own regulations and procedures.

Recommendation: The Council develop a schedule to be used by all Federal Trustee Agencies to determine the timing of disbursements from NRDA&R. This schedule would reflect the timing of the disbursement of funds by project and fiscal quarter, and would be submitted with the budgets for each project. In preparing the schedule, the Agencies should give consideration as to when the restoration projects will be conducted, and when each project's costs will be incurred. These schedules would then be reviewed by the Restoration Office as part of the current review and approval process for projects.

Response: We concur that more attention should be paid to the cash disbursement process and that written verification should be submitted prior to the disbursement of funds from the NRDA&R. Coordination and review of disbursement timing (cash flow plans) by the Restoration Office could work, as long as the present disbursement process is not slowed or a separate micro management system developed. Involvement of the agencies is essential. Perhaps it could be coordinated as part of the budget approval process. It is noted that provision is needed to account for agency changes and updates that are present and numerous in the current system.

Recommendation: In order to maintain accountability for settlement proceeds, all amounts transferred from NRDA&R should be approved by unanimous approval of the Council. We recommend that in the future all such transfers be first submitted to the Restoration Office for review and approval by the Council.

Response: Agree with the concept of the recommendation. However, a procedure must be worked out to address the issue of valid obligations which occur after the expiration date for EVOS funds. Neither government can become anti deficient because of legitimate adjustments to obligations after the expiration date. At the same time, since unobligated balances are subtracted when calculating the amount of funds to withdraw



from the Court, we recognize that any return of previously reported unobligated balances does cause a problem.

As for the approximate \$102,000 in expenditures during Fiscal Year 1995 related to restoration projects approved for Fiscal Years 1992, 1993, and 1994, the statement is made in the *Finding* that it is unclear why \$105,000 (an additional \$3,000) was distributed. \$105,000 was distributed because there was uncertainty as to the exact amount of the urgent need. There were insufficient funds distributed to incur all potential obligations for approved restoration projects that were within the limits of their approved budgets. The difference between the \$105,000 and the 'approximate' \$102,000 remains unobligated and will be returned to NRDA&R the next time unobligated balances are returned to NRDA&R. Although not approved by the Trustee Council, it was clearly noted on all Status of Funds reports. It is noted that the reason the agency was in the position in the first place was due to the aggressive practice of returning funds no longer needed (in the case an amount much greater than the \$105,000) by that agency to NRDA&R for investment prior to final adjustments.

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

To:

Cathy @ G. Frampton's Office

Renée @ P. Janik's Office Linda @ S. Pennoyer's Office Carla @ F. Rue's Office

Santé @ M. Brown's Office Vicki @ C. Tillery's Office Genny @ D. Williams' Office

From:

Rebecca Williams

Exxon Valdez Restoration Office

Date:

February 21, 1996

Subj:

February 23 Trustee Council Meeting

The TC meeting Friday, 2/23, at 1:30 p.m. is **confirmed**. The meeting will be held at DOI, located at 1689 C Street in conference room 220. We will be using DOI's bridge number which is 907-271-6044, so please call that number at 1:30.

Molly is preparing a memo and I am preparing an agenda that will be faxed to each TC member this afternoon. If you have any questions, please call me at 278-8012.

mm/raw

Restoration Office 645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

To:

Cathy @ G. Frampton's Office

Renée @ P. Janik's Office

Linda @ S. Pennoyer's Office

Carla @ F. Rue's Office Santé @ M. Brown's Office Vicki @ C. Tillery's Office Ginny @ D. Williams' Office

From:

Rebecca Williams

Exxon Valdez Restoration Office

Date:

February 21, 1996

2:20 p.m.

Total Pages: 2

Comments:

Please distribute this fax to those listed above. Thank you.

Document Sent By: Rebecca

2/21/96

****************** MULTI TRANSACTION REPORT ***

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[36] 2787022

[37] 2714102

JUNEAU OFFICE

P. JANIK

B. BOTELHO

G. FRAMPTON

S. PENNOYER

FRANK RUE

MICHELE BROWN

ALEX-CRAIG

D. WILLIAMS

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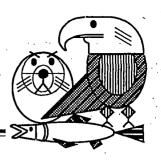
1689 C Street suite 220

bridge # 271-6044

Rue
Executive Suites 243-6366



Restoration Office 645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



January 26, 1996

Elgee, Rehfeld and Funk 9309 Glacier Highway, Suite B 200 Juneau, Alaska 99801

In connection with your audit of their financial statements of *Exxon Valdez* Oil Spill Trustee Council (Council) Trust Funds as of and for the year ended September 30, 1995, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the cash balances of the Joint Trust Account and Natural Resource Damage Assessment & Restoration (NRDA&R) and the financial position of the Settlement Trust as of and for the year ended September 30, 1995, and the results of their operations for the year then ended on the basis of accounting described in Note 2 for the Joint Trust Account and NRDA&R, in the conformity with generally accepted accounting principles for the Settlement Trust, we confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

- 1. We are responsible for the fair presentation in the financial statements of financial position and results of operations of the Trust Funds conformity with generally accepted accounting principles.
- 2. We have made available to you all
 - a. Financial records and related data.
- b. Resolutions made at meetings of the Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 3. There have been no -
- a. Irregularities involving management or employees who have significant roles in the internal control structure.
- b. Irregularities involving other employees that could have a material effect on the financial statements.
- c. Communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.
- 4. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund balances.

- 5. The following have been properly recorded or disclosed in the financial statements:
- a. Related party transactions and related accounts receivable or payable, including revenues, expenditures, and commitments.
- 6. There are no -
- a. Violations or possible violations of laws or regulations (including those pertaining to adopting and amending budgets) whose effects should be considered for disclosure in the financial statements.
- b. Other material liabilities, gain or loss contingencies that are required to be accrued or disclosed by Statement of Financial Accounting Standards No. 5.
- c. Reservations or designations of fund equity that were not properly authorized and approved.
- 7. There are no unasserted claims or assessments that our lawyers has advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5.
- 8. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- 9. We are responsible for the Council's compliance with laws and regulations applicable to it; and we have identified, and disclosed to you, all laws and regulations that have a direct and material effect on the determination of financial statement amounts. We have complied with all aspects of laws, regulations, and contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 10. We have identified all accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
- 11. No events have occurred subsequent to the balance sheet date that would require adjustments to, or disclosure in, the financial statements.

Signed:	Mally Mc Cammo	Signed:	
Title:	Executive Director	Title:	Director of Administration
Date:	January 26, 1996	Date:	January 26, 1996

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Leslie Holland-Bartels/DOI

FROM:

Molly McCammon

Executive Director

RE:

Authorization -- Project 96025/Mechanisms of Impact and Potential Recovery of

Nearshore Vertebrate Predators

DATE:

February 23, 1996

The purpose of this memorandum is to approve expenditure of the funds authorized by the Trustee Council in December 1995 for Project 96025/Mechanisms of Impact and Potential Recovery of Nearshore Vertebrate Predators. These additional funds must be spent in accordance with the Detailed Project Description entitled Avian Predation on Blue Mussels and consistent with the review of the Chief Scientist.

cc:

Mary Anne Bishop

Bob Spies Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Joe Sullivan/ADF&G

FROM:

Molly McCammon

Executive Director

RE:

Authorization -- Project 96131/Chugach Native Region Clam Restoration

DATE:

February 23, 1996

The purpose of this memorandum is to formally approve work to proceed on Project 96131/Chugach Native Region Clam Restoration, as described in the Detailed Project Description dated January 15, 1996 and consistent with the review of the Chief Scientist.

cc:

Patty Brown-Schwalenberg

Bob Spies Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



PUBLIC SERVICE ANNOUNCEMENT

Date:

February 22, 1996

96-02

Subject:

Trustee Council Meeting on February 23, 1996

Contact:

Eric Myers or L.J. Evans 278-8012

Exxon Valdez Oil Spill Trustee Council Meeting

The *Exxon Valdez* Restoration Trustee Council will meet on Friday, February 23, beginning at 1:30 PM in the U.S. Department of the Interior Conference Room 220 at 1689 C Street in Anchorage.

The agenda will include small parcel habitat protection actions and an executive session to discuss the large parcel habitat protection program.

For more information, contact Eric Meyers or L.J. Evans at 907/278-8012.

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Restoration Office 645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 16, 1996

Representative Mark Hanley Alaska State Legislature State Capitol, Room 507 Juneau, Alaska 99801-1182

Dear Representative Hanley:

At the request of agencies responsible for implementing projects approved by the *Exxon Valdez* Oil Spill Trustee Council, the Office of Management and Budget (OMB) submitted language in the supplemental bill to carry-forward the appropriations made in compliance with the program review provisions of the Legislative Budget and Audit Committee. It appears that confusion exists as to why this language is needed in light of OMB's commitment to include future funds in the state fiscal year 1997 budget. Until the technical aspects of the actual budget amendment have been resolved, I am requesting that the carry-forward of RPLs 11-6-9990 and 11-6-9992 be approved in the supplemental bill as requested by OMB.

I would like to clarify that funds from the *Exxon Valdez* Oil Spill settlement are not federal funds. When the Trustee Council approves its annual Work Plan, cash is transferred from the joint federal-state trust fund to the state. Unlike federal funds, the *Exxon Valdez* Oil Spill settlement funds are then held in trust in a separate account within the general fund.

Trustee Council funds also differ from federal funds in that the Trustee Council's approval is at the project level. We use the federal fiscal year, October 1 through September 30, because it enables researchers to deploy projects during the spring and summer field season. This has been agreed to in a joint federal-state Memorandum of Agreement.

The agencies responsible for implementing projects approved by the *Exxon Valdez* Oil Spill Trustee Council are committed to preparing and submitting a budget amendment for state fiscal year 1997. To address the concerns of the legislature, they will provide documentation at a level of detail sufficient for the legislature to determine the affected agency and division.

In developing this amendment, the agencies are using the approved 1996 Work Plan as a starting point. The goal is to submit to the legislature a budget that mirrors what the agencies think will be approved in the Trustee Council's 1997 Work Plan. Once approval is obtained from the Trustee Council, they will analyze variances between what the Trustee Council approved and the authorization contained in the state budget. If the budget is a hybrid of the approved 1996 Work Plan and the anticipated 1997 Work Plan, it will not only be confusing, but determining how the two relate will also be difficult. Carry-forward authorization would allow us to provide more complete information to the legislature and the public.

Thank you for your assistance with this matter. If you have any questions, give me a call at 278-8012 or Traci Cramer in our Juneau office at 586-7238.

Sincerely,

Molly McCammon
Executive Director

cc: Nancy Slagle, OMB

mm/raw

Restoration Office 645 G Street, Suite 401, Anchorage, Alaska 99501-3451

Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

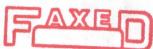
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Restoration Office

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To: Nancy Slagle Number: 1-907-465-3008 From: Molly McCammon Date: 7eb 16
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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

To:

Restoration Work Forde Members

From:

Molly McCammon

Executive Director

Date:

February 16, 1996

Subj:

February 20 RWF Meeting

The Restoration Work Force will meet on <u>Tuesday</u>, <u>February 20</u>, at <u>9:00 a.m</u>. The Juneau teleconference site will be the Executive Director's Office and the Anchorage location is the Restoration Office.

The agenda for this meeting is as follows:

- 1. Response to Audit
- 2. Chapter 5 revision Update of Recovery Objectives in Restoration Plan
- 3. List of upcoming conferences
- 4. Bibliography of published EVOS sponsored papers
- 5. Planning for future symposiums
- 6. Work Plan schedule

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

To: Restoration Work Force	
From: Molly M- Cammon	Date: 7eb. 16, 1986 Total Pages: 2
Comments:	Total Pages:
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below. Thank	to those listed
RESTORATION WORK FORCE MEN	MBERS INCLUDE:
Belt, Gina Berg, Catherine Fries, Carol Gibbons, Dave Joe Sullivan/Bill Hauser Bartels, Leslie/Lisa Thomas Miraglia, Rita	Morris, Byron Piper, Ernie Rice, Bud Spies, Bob Thompson, Ray Wright, Bruce
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B. SPIES

G.BELT

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PHIL MUNDY

[17] 2713992

R. THOMPSON

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Restoration Office

645 "G" Street, Anchorage, AK 99501 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Molly McCammon

FROM:

Traci Cramer

Administrative Officer

DATE: February 15, 1996

RE:

Prior Year Actual Expenditures

As requested, the following represents the actual expenditures for fiscal years 1992 through 1995. These numbers are based on the expenditure information reported by the agencies for the period ending September 30, 1995. Since the numbers are being rounded to the nearest million, any change reported for the period ending December 31, 1995, should be immaterial. However, if there is a material change, I will notify you immediately.

Public Information, Science Management and Administration

1992 Work Plan	\$3.8	million
1993 Work Plan	\$2.7	million
1994 Work Plan	\$4.1	million
1995 Work Plan	\$3.2	million

Research Monitoring and General Restoration

1992 Work Plan	\$10.2	million
1993 Work Plan	\$9.0	million
1994 Work Plan	\$17.7	million
1995 Work Plan	\$18.4	million

Restoration Office

645 "G" Street, Anchorage, AK 99501
 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Non-Trustee Organizations

FROM:

Traci Cramer

Administrative Officer

DATE: February 15, 1996

RE:

FY 1997 Budget Diskette

In the last few days, you should have received a copy of the *Exxon Valdez* Trustee Council's Invitation to Submit Restoration Proposals for FY97. The enclosed diskette contains the required budget forms for Fiscal Year 1997. For your project to be considered by the Trustee Council, you must provide three copies of these forms and the Detailed Project Description, along with a diskette, to the address below by April 15, 1996.

Anchorage Restoration Office 645 G Street, Suite 401 Anchorage, AK 99501

You will also find attached some helpful hints and reminders. If you have any questions on how to use the diskette, please refer to your EXCEL manual or call the Anchorage Restoration Office for assistance.

attachments

Helpful Hints/Reminders

The information contained below is intended as an overview. Please refer to the FY97 Invitation, Appendix B for further information.

- 1. Please do not alter the budget forms in any way.
- 2. Before beginning, it is encouraged that a copy of the diskette be made to ensure that a clean set of the budget forms remains available.
- 3. The forms have been created in EXCEL 4.0, but can be saved in 5.0.
- 4. The Non-Trustee Organization Detail forms (4Bs) have been linked to the Non-Trustee Organization Summary form (4A). As information is entered into the 4Bs, the total is reflected on the 4A.
- 5. The Personnel, Travel and Equipment costs are calculated based on the formulas outlined in the budget instructions. After entering the variables, no input is required.
- 6. When entering numbers, remember that costs should be stated in thousands of dollars. Therefore, \$1,869,489 should be \$1,869.5. The only exceptions are the travel costs fields for round trips and total days and the equipment costs field for number of units. In these fields use whole numbers.
- 7. Each project must include the costs associated with NEPA compliance, community involvement, report writing, and funding for the principal investigator to attend two workshops in Anchorage for approximately six days total. Explain how much has been included in the comments field of the appropriate Summary Forms.
- 8. Three copies of the appropriate forms and the Detailed Project Description, along with a diskette, are due by April 15, 1996.

Restoration Office

- 645 "G" Street, Anchorage, AK 99501 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Trustee Agencies

FROM:

Traci Cramer

Administrative Officer

DATE: February 15, 1996

RE:

FY 1997 Budget Diskette

In the last few days, you should have received a copy of the *Exxon Valdez* Trustee Council's Invitation to Submit Restoration Proposals for FY97. The enclosed diskette contains the required budget forms for Fiscal Year 1997. For your project to be considered by the Trustee Council, you must provide three copies of the appropriate forms and the Detailed Project Description, along with a diskette, to the address below by April 15, 1996.

Anchorage Restoration Office 645 G Street, Suite 401 Anchorage, AK 99501

You will also find attached three documents. The first is an index which describes the various files. The second is an EXCEL Cheat Sheet. The third includes some helpful hints and reminders.

If you have any questions on how to use the diskette, please refer to your EXCEL manual or call the Anchorage Restoration Office for assistance.

attachments

FFY 1997 Budget Forms - Index

The diskette contains numerous files. It is recommended that you review the following description of the files and select the configuration which mirrors the proposed project.

4abform.xls Contains a set of non-trustee organization forms. This includes the 4A Summary and the 4B Detail forms. The file should be used by non-trustee organizations, including those participating in NOAA's Broad Agency Announcement.

blank1.xls Contains a set of Trustee agency forms. This includes the 3A Trustee Agency Summary form and the 3B Agency Detail forms. This file should be used when one only Trustee agency is involved in a proposed project.

blank1a.xls

Contains one set of Trustee agency forms and one set of non-trustee organization forms. This includes the 3A Trustee Agency Summary form, the 3B Agency Detail forms, the 4A Summary form, and the 4B Detail forms. This file should be used when one Trustee agency is involved in a proposed project and anticipates sub-contracting the project or a portion of the project.

Contains two sets of Trustee agency forms. This includes the 2A Multi-Trustee Agency Summary form, the 3A Trustee Agency Summary forms, and the 3B Agency Detail forms. This file should be used when two Trustee agencies are involved in a proposed project.

blank3.xls Contains three sets of Trustee agency forms. This includes the 2A Multi-Trustee Agency Summary form, the 3A Detail forms, and the 3B Agency Detail forms. This file should be used when three Trustee agencies are involved in a proposed project.

blank4.xls Contains four sets of Trustee agency forms. This includes the 2A Multi-Trustee Agency Summary form, the 3A Trustee Agency Summary forms, and the 3B Agency Detail forms. This file should be used when four Trustee agencies are involved in a proposed project.

blank5.xls Contains five sets of Trustee agency forms. This includes the 2A Multi-Trustee Agency Summary form, the 3A Trustee Agency Summary forms, and the 3B Agency Detail forms. This file should be used when five Trustee agencies are involved in a proposed project.

blank6.xls Contains six sets of Trustee agency forms. This includes the 2A Multi-Trustee Agency Summary form, the 3A Trustee Agency Summary forms, and the 3B Agency Detail forms. This file should be used when six Trustee agencies are involved in a proposed project.

EXCEL Cheat Sheet

Opening Files

- 1. Insert diskette
- 2. Select File, Select Open
- 3. Select Drive, Select a:

Saving Files

- 1. Select File, Select Save As
- 2. Select desired Drive
- 3. Type document name

Copying

This function is used to copy portions of a file or to incorporate an entire file into another. First open the files you wish to use.

- 1. Select File, Select Open, Select your copy file (where you want to copy from)
- 2. Select File, Select Open, Select your project file (where you want to copy to)
- 3. Select Window, select your project file
- 4. Select Window, select your copy file, highlight the information you want to copy
- 5. Select <u>Edit</u>, Select <u>Copy</u>, Select <u>Window</u>, place curser at the appropriate location, Select <u>Edit</u>, Select <u>Paste</u>

NOTE: If you use EXCEL 4.0, text boxes will not copy as a group. You must copy them individually as follows. After step five, return to your copy file, select the text box by clicking it once, then repeat step five for the text box only.

Deleting

This function is used to delete forms that are no longer required. NOTE: Text boxes must be cleared prior to deleting.

- Select the text box by clicking it once, Select <u>E</u>dit, Select Clear REPEAT FOR EACH BOX
- 2. Highlight the rows you wish to delete, Select Edit, Select Delete

Linking

Linking allows you to tie together your forms. Any changes to the Detail forms will automatically be updated on the summary form.

- 1. Select the cell in which you want the summary information to be reflected, input =, select the cell that contains the supporting documentation, hit Enter
- 2. To add more cells, select the cell in which you want the summary information to be reflected, go to the formula bar and click at the end, input +, select the cell that contains the new supporting documentation, hit Enter
- 3. To delete, select the summary cell, go to the formula bar and click at the end, use the back space key or highlight what you want to delete and press delete

Helpful Hints/Reminders

The information contained below is intended as an overview. Please refer to the FY97 Invitation, Appendix B for further information.

- 1. Please do not alter the budget forms in any way.
- 2. Before beginning, it is encouraged that a copy of the diskette be made to ensure that a clean set of the budget forms remains available.
- 3. The forms have been created in EXCEL 4.0, but can be saved in 5.0.
- 4. Where appropriate, the forms contained on the diskette have been linked. This means that as data in one form is updated or changed, it will automatically be updated in the related forms. The only exception is the Proposed FFY 1997 Trustee Agency Total, located on the Multi-Trustee Agency Summary Form (2A). If more than one Trustee Agency is participating, the agencies will have to link the documents themselves.
- 5. The Personnel, Travel and Equipment costs are calculated based on the formulas outlined in the budget instructions. After entering the variables, no input is required.
- 6. When entering numbers, remember that costs should be stated in thousands of dollars. Therefore, \$1,869,489 should be \$1,869.5. The only exceptions are the travel costs fields for round trips and total days and the equipment costs field for number of units. In these fields use whole numbers.
- 7. Each project must include the costs associated with NEPA compliance, community involvement, report writing, and funding for the principal investigator to attend two workshops in Anchorage for approximately six days total. Explain how much has been included in the comments field of the appropriate Summary Forms.
- 8. Three copies of the appropriate forms and the Detailed Project Description, along with a diskette, are due by April 15, 1996.

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

All Staff

FROM:

Eric F. Myers, Director of Operations

DATE:

2/14/96

SUBJ:

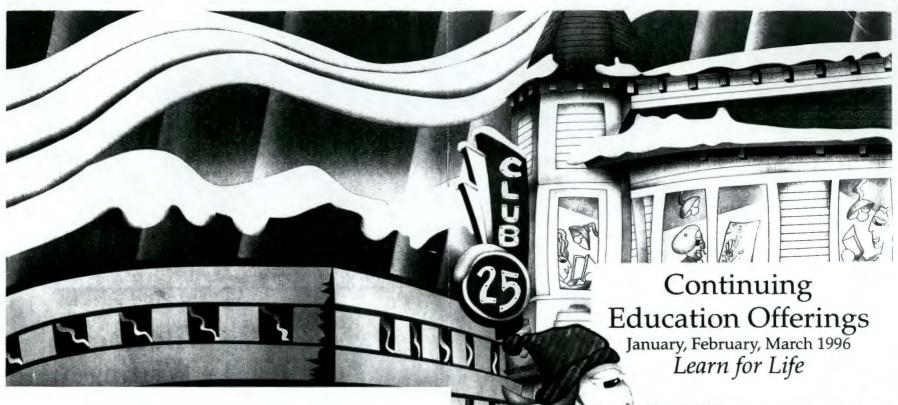
Additional Software Training Opportunities

Attached you will find excerpts from the UAA Continuing Education Offerings guide for classes that are on-going in February and March. Dawn Scott brought this training opportunity to my attention. She is a teacher through UAA as well as an independent contractor.

I have highlighted computer software training classes that may be of interest (in particular, classes for Windows 95, WordPerfect for Windows, Excel, and PowerPoint).

If you are interested in a particular class you should confirm that enrollment is still possible. (Please note that some classes are scheduled to start as early as next week. I called on Wednesday and most were still open.)

attachment



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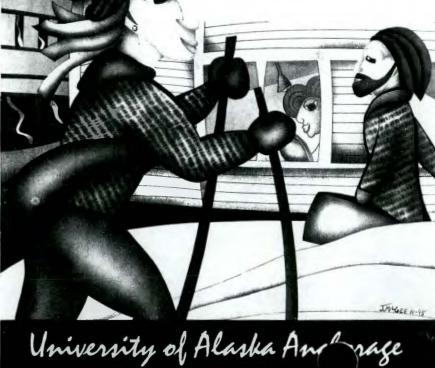






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College of Community & Continuing Education • 786-6721



141

Communication Technology

Introduction to CD-ROM

Learn about compact disk information technology. Includes library and research skills, searches, hardware, and exporting information.

CPGUC021	CEU fee: \$59	Lab fee: \$9	.3 CEU
6р-9р	LIB CONF	TBA	2/20-2/20
lp-4p	DPL 419	TBA	2/11-2/11

Communications Using a Modem

Logging on, file transfer, and accessing remote sites.

CPGUC027	CEU	fee: \$59	Lab fee: \$9		.3 CEU
141	T	6p-9p	DPL 419	TBA	2/27-2/27

Network Technologies I

A lecture class for	r networkin	g concepts,	terminology.	connectivity,	protocols,	standards,	and topologies.
CPGUC028	CEU	fee: \$139		Lab fee: \$9			.6 CEU
141	R	9a-4p		DPL 419	TBA		2/22-2/22

Windows 95 Networking

Learn how to setup Windows '95 on a network as well as how to log on and off, connect to network drives and printers. find network resources, share files and folders, and connect to the Internet.

and printers, illiu	HELMANK IC	sources, siture files	alle folders, and colli	lect to the litteri	PC1.
CPGUC029	CEU f	ce: \$249	Lab fee: \$9		1.2 CEU
141	W	6p-10p	DPL 420	Collier	1/17-1/31

Internet Basics

Hands-on experience in E-mail, FTP, Gopher, World Wide Web, and demonstrations of other applications.

CEU fe	e: \$139	Lab fee: \$9		.6 CEU
M	9a-4p	DPL 420	TBA	1/29-1/29
MW	6p-9p	DPL 420	TBA	2/5-2/7
S	9a-4p	DPL 420	TBA	2/17-2/17
T	9a-4p	DPL 420	TBA	2/27-2/27
W	9a-4p	DPL 420	TBA	3/14-3/14
	M MW S T	MW 6p-9p S 9a-4p T 9a-4p	M 9a-4p DPL 420 MW 6p-9p DPL 420 S 9a-4p DPL 420 T 9a-4p DPL 420	M 9a-4p DPL 420 TBA MW 6p-9p DPL 420 TBA S 9a-4p DPL 420 TBA T 9a-4p DPL 420 TBA T BA

Internet for Business Applications

Use the Internet as a business and marketing tool. Save money, expand your opportunities, and learn the correct Internet tools for your business.

CPGUC038	CEU fee: \$331	Lab fee: \$9	1.6 CEU
141	MTWR 6p-10p	DPL 420 Hooper	3/4-3/7

Internet Security and Firewalls

Examines packet filters, gateway applications, routing filters, search engine applications, and restricted server implementation.

CPGUC039	CEU fee: \$414	Lab fee: \$9	2 CEU	
141	MTWRF 6p-10p	DPL 420	Hooper	3/11-3/15

Electronic Databases

 Overview of 20+ databases available through the UAA library, UACN, SLED, and the Internet.

 ED 694S
 Self-support raition: \$150
 Lab fee: \$10
 1 credit

 041
 S
 8:30a-4:30p
 LIB 201
 Sitter
 3/16-3/30

Information Resources in Education

Reference to	ols for o	ducation	nal information includir	g electronic datab	ases, ERIC, a	nd search strategies
ED 694X	+	Self-s	apport tuition: \$150	Lab fee: \$10		1 credit
041		S	8:30a-4:30p	LIB 201	Sitter	2/3-2/17

Intro to Legal Resources on the Internet

Learn about both fee-based and non-fee legal resources on the Internet. Access methods include both graphical and text-based browsers. Useful to students, para-legals, and attorneys.

JUST 565	Self-support fee: \$150	Lab fee: \$35

141 R 6:30-9:30p DPL 415 Summerhill 3/14-4/11



General & Utility

Introduction to Computers

Learn basic computer vocabulary, purchasing tips, and general maintenance information. Provides an overview of word processing databases and spreadsheet applications.

CPGUC001	CEU f	ee: \$89	Lab fee: \$9		.4 CEU
101	w	9a-1p	DPL 419	TBA	1/24-1/24
103	S	1p-5p	DPL 419	TBA	1/27-1/27
104	T	6p-10p	DPL 419	TBA	1/30-1/30
105	R	1p-5p	DPL 419	TBA	2/1-2/1
107	w	6p-10p	DPL 419	TBA	2/7-2/7
108	S	9a-Ip	DPL 419	TBA	2/10-2/10
109	T	1p-5p	DPL 419	TBA	2/13-2/13
142	R	6p-10p	DPL 419	TBA	2/22-2/22
143	w	1p-5p	DPL 419	TBA	2/28-2/28
144	M	9a-1p	DPL 419	TBA	3/11-3/11

Windows for the Absolute Beginner

Use Program Ma	mager, File N	lanager, and person	nalize the desktop.		
CPGUC010	CEU fe	e: \$139	Lab fee: \$9		.6 CEU
141	WF	1p-4p ·	DPL 419	TBA	1/31-2/2
142	S	9a-4n	DPL 419	TBA	2/24-2/24

Introduction to Windows 3.1

Learn Program Manager, File Manager, control panel, and how to customize the desktop.

CPGUC012	CEU	ee: \$59	Lab fee: \$9		.3 CEU
101	F	9a-12p	DPL 419	TBA	1/26-1/26
102	T	1p-4p	DPL 419	TBA	1/30-1/30
104	w	1p-4p	DPL 419	TBA	2/7-2/7
105	S	2p-5p	DPL 419	TBA	2/10-2/10
106	T	9a-12p	DPL 419	TBA	2/13-2/13
801	w	6р-9р	DPL 419	TBA	2/21-2/21
141	R .	9a-12p	DPL 419	TBA	3/14-3/14
142	T	6n-9n	DPI 419	TRA	3/19-3/19

Upgrading to Windows 95

Install and configure Windows '95 and learn how to manage files, use the start menu and system tools, customize options, and switch between windows. Also covers use of the WordPad, Paint, and Calculator accessories

CPGUC024	CEU	fee: \$59	Lab fee: \$9		.3 CEU
141	F	1p-4p	DPL 420	TBA	3/1-3/1

Introduction to Windows 95

Learn how to install, start, exit, and use help in Windows '95. Also covers the desktop, windows, moving, sizing, arrangement of icons, and dialog boxes.

sizing, arrangeme					
CPGUC003	CEU fee: \$139		Lab fee: \$9		.6 CEU
141	11	In In	DBI 420	Callian	2/10 2/17







Intermediate Windows 95

Operating system, start menu, installing programs, shortcuts, file management, Find, recycle, formatting disks, printing, customizing the Task Bar, and changing the desktop.

CPGUC015 CEU fee: \$249 12 CEII Lab fee: \$9 MW 9a-4n DPI 419 TRA 3/18-3/20

Integrating Windows Applications

Use multitasking, DDE, and OLE to manipulate information and become more productive in the Windows' environment

CPGUC016 CELL fee: \$139 6 CELL I ah fee: \$0 141 DPL 419 2/29-2/29

Introduction to MathCAD for Windows

the documents that combine equations, text, and graphics for engineering.

CEU foe: \$379 MTWRF 1p-5p DPL 420 3/4-3/8

Microsoft Project I. Windows

This program allows you to define and control project development. Explore calendars, assign resources. review costs, filter and sort project data, plan for restrictions, organize a schedule, implement a critical-path method, update, and modify.

CPGUC023 CEU fee: \$199 Lab fee: \$9 9 CEU 141 S 9a-4p/9a-12p DPL 419 1/20-1/27

Introduction to MS-DOS

Learn the basics of the Disk Operating System. Prepare disks, copy files, create directories, erase files, backun, restore, rename, and troubleshoot

CPGUC005	CEU fe	e: \$139	Lab fee: \$9		.6 CEU
102	MW	6р-9р	DPL 419	TBA	1/29-1/31
103	R	9a-4p	DPL 419	TBA	2/1-2/1
104	S	9a-4p	DPL 419	TBA	2/3-2/3
107	WF	lp-4p	DPL 419	TBA	2/14-2/16
141	TR	6р-9р	DPL 419	TBA	3/12-3/14

DOS HardDisk & Memory Management

Learn to manage hard drives, memory, and devices. Create batch files and discuss memory enhancement accessory programs.

CPGUC008 CEU fee: \$139 Lab fee: \$9 6 CEU 141 MW DPL 419 3/18-3/20 6p-9p

Develop computer competency.... broaden your career opportunities!

The Certificate in Computer Application kills given participants important skills and knowledge for today's marketplace. Students take a series of regularly

Certificate in Computer Application Skills

scheduled computer classes on either DOS/ Windows or Macintosh operating systems and earn their certificate after or letting 100 hours of balanced curriculum. Call 786-6750 for more

nformation.

Nothing But Directories

How to create, delete, rename, change branches, and use the backslash. Excellent class for novices, CPGUC014 CEU fee: \$39 Lab fee: \$9 141 F DPI 419 TRA 2/9-2/9

Wordprocessing

Introduction to MS-Word, Windows

Pramines wizards, toolins, icons, monetuses, a

	PC015	The state of the s	ice: \$139		leab is	A STATE OF THE STA	SELENANT SP	.6 CEU
141	1000	5	99-40	根表記	DIPL S	19 TBA	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	1/20-1/20
142	5 33.	TR	6p-9p	海人建筑	DPL 4	IN THA	No strain	2/13-2/15
143		T	94-44	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	LIPL 4	IN TOA	whole to	3/12-3/12

Intermediate MS-Word, Windows

CPWPC020	CBU te: \$139 Lab (%: \$9 60	THE .
141	· 如 "我们一样"。 " · 我们的是我们,然后还是没有的一种的人的,我们就是这个人的一个人,我们也是这个人的。 "我们是一个人,一个人们们	-2/15

Advanced MS-Word, Windows

and edit macros.		邀
CPWPC029	CEU foc. \$139	
In 14 Parish miles		
	500_414 THA 3/21/3/21	

Introduction to WordPerfect 6.x, Windows

Build on your existing skills and learn to create, edit, format, and print in Windows. CPWPC025 CEU fee: \$139 Lab fee: \$9

141 9a-4p DPL 419 TRA 2/27-2/27 142 9a-4p DPL 419 TBA 3/13-3/13

Intermediate WordPerfect 6.x. Windows

Learn styles, headers, footers, outlines, footnotes, endnotes, and table of contents. Customize using the button bar, power bar, and status bar.

CPWPC026 CEU fee: \$139 Lab fee: \$9 .6 CEU 141 U 1p-4p DPL 419 TBA 2/18-2/25

Advanced WordPerfect 6.x, Windows

Customize templates and abbreviations, create, run, and edit macros, and use master documents

CPWPC028 CEU fee: \$139 Lab fee: \$9 .6 CEU 9a-4p DPL 419



Continuing Education classes are self-funded by student fees. * CEU classes. -















Spreadsheets

Lotus for Windows

Setting up a worksheet, movement, entering data, formulas, ranges, formatting and editing, copying and printing.

CPSIC007

CPSIC012

CPSIC017

CPSIC023

CPDP C003

CPDP C004

CPDP C012

141

B

CEU fee: \$139 R 9a-4p

Create a worksheet, movement, formulas, ranges, saving, editing, and help.

9a-4p

Introduction to Excel, Windows

Intermediate Excel, Windows

Advanced Excel. Windows

S

preview, navigate a DOS tree, and other features.

Introduction to C Programming

Intermediate C Programming

iterations, libraries, and construction.

dialog boxes, and Visual Basic modules.

CEU fee: \$139

OEU fee: \$199

CEU fee: \$139

CEU fee: \$139

CEU fee: \$349

CEU fee: \$349

typecasting, referencing, classes, constructors, and destructors.

MTWRF 9a-5p

CEU fee: \$725

Introduction to C++ Programming

6p-10p

9a-4p

Introduction to Quattro Pro, DOS/Windows

Lab fee: \$9 DPL 419

Lab fee: \$9

Lab fee: \$9

DPL 420

Lab fee: \$9

Lab fee: \$9

Lab fee: \$9

DPL 420

Lab fee: \$9

DPL 420

DPL 420

DPL 420

DPL 419 DPL 419

Advanced features of data management: pivot tables, user-defined functions, complex formulas, custom

Learn basic data entry, how to move around, recover from mistakes, retrieve and save work, print and

Databases & Programming

Why use C? C as the standard, variables, functions and procedures, input and output, arithmetic operations,

Greater detail in function declaration, address passing, return of more than one value, and recursive

and string functions, data structures/unions and application to complex programming situations.

functions. Definition and creation of user libraries, internal and external function cells, pointers in variable

Learn the basic elements: declarations, pointers, arrays, structures, unions, operators, input/output streams,

TBA

TBA

TBA

TRA

TRA

Hooper

.6 CEU 2/8-2/8

.6 CEU

3/16-3/16

9 CEU

.6 CEU

.6 CEU

3/19-3/19

1.6 CEU

2/5-2/26

1.5 CEU

3/11-4/1

3.5 CEU

3/4-3/8

3/9

2/13-2/14

Introduction to Databases

Work to design and normalize your own database in the classroom, This course is not geared toward any specific database program.

CPDP C017 CEU fee: \$139

Lab fee: \$9 DPL 420 .6 CEU TBA 1/30-1/30

Introduction to Access (Windows)

Design tables, set up relationships, create queries, import/export data, use macros, and create forms and reports.

CPDPC029	CEU f	ee: \$139	Lab fee: \$9		.6 CEU
141	TR	6р-9р	DPL 420	TBA	2/6-2/8
142	S	9a-4p	DPL 420	TBA	3/2-3/2
143	M	9a-4p	DPL 420	TBA	3/18-3/18

Intermediate Access (Windows)

Design tables, set up relationships, create queries, import/export data, use macros, and create forms and

CPDP C036 CEU fee: \$139 Lab fee: \$9 .6 CEU 141 TR 6p-9p DPL 420 TBA 3/12-3/14

dBase V, Windows

Terminology, features, menu options and commands, database creation, design, and access.

CPDP C014 CEU fee: \$139 Lab fee: \$9 .6 CEU 141 M 9a-4p DPL 420 TBA 2/26-2/26

Introduction to FoxPro Databases

Learn to create and maintain databases, use the menu system, sort, index, perform queries, generate basic reports, and create labels.

reports, and create labels.

CPDP C007 CEU

141

CEU fee: \$139 F 9a-4p Lab fee: \$9 DPL 420 TBA .6 CEU

3/1-3/1

Intermediate FoxPro

Relational database theory, queries with RQBE, report preparation, macros, and creating screens.

CPDP C008 CEU fee: \$139 Lab fee: \$9 .6 CEU

141 F 9a-4p DPL 420 TBA 3/15-3/15

Introduction to Paradox for Windows

For and and changes, siew records, tableview, fieldview, and report preview, 200m, and alianes.

CPDF C040 CEU fee: \$19 Lab fee: \$9 4 CEU

141 M 1p-5p DPL 420 TBA 3/11-3/11

Paradox for Windows: Reports/Mail Labels

CODE Cost CEU Sec. 889 Lab Sec. 59 A CEU

Quicken for DOS

Learn to write and print checks, create reports, reconcile records, and track transactions, assets, liabilities, and investments.

CPDP C020 CEU fee: \$89 Lab fee: \$9 .4 CEU 141 M 9a-1p DPL 420 TBA 1/29-1/29

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Continuing Education classes are self-funded by student fees. * CEU classes.







Introduction to Quicken for Windows

Learn to write and print checks, create reports, reconcile records, and track transactions, assets, liabilities, and investments.

CPDP C024 CEU fee: \$139 Lab fee: \$9 .6 CEU 142 S 9a-4p DPL 420 TBA 3/16-3/16

Intermediate Quicken for Windows

Establish a chart of accounts, use categories and classes, enter transactions, track accounts payable and receivable, create custom reports, and develop a payroll system.

CPDP C025 CEU fee: \$139 Lab fee: \$9 .6 CEU 141 R 9a-4p DPL 420 TBA 2/22-2/22

Introduction to AutoCAD

Entity creation, layers, system variables, lines, circles, arcs, polygons, and polylines

 CPDP C026
 CEU fee: \$349
 Lab fee: \$9
 1.6 CEU

 141
 W
 6p-10p
 DPL 420
 TBA
 2/7-2/28

Intermediate AutoCAD

Layers, attribute/block definitions, system variables, dimensioning, nested blocks, element array creation, chamfer/fillet, automated block commands, and drawing layout and planning

CPDP C027 CEU fee: \$349 Lab fee: \$9 . 1 6 CEU 141 W 6p-10p DPL 420 TBA 3/13-4/3

Graphics & Desktop Publishing

Desktop Publishing

Learn styles of layout, design and, type families for use with newsletters, brochures, reports, and flyers.

Lecture format.

 CPGP C003
 CEU fee: \$59
 Lab fee: \$9
 .3 CEU

 141
 R
 6p-9p
 DPL 419
 TBA
 2/1-2/1

Introduction to Pagemaker, Windows

Story editor, control palette, library palette, rotation, color separattons, printers' marks, filters, tools, and Aldus additions.

CPGP C005 CEU fee: \$139 Lab fee: \$9 .6 CEU
141 S 9a-4p DPL 419 TBA 2/3-2/3

Intermediate PageMaker, Windows

Sizing, cropping, stacked items, noncolumnar text, defaults, tables, graphs, and type.

 CPGP C006
 CEU fee: \$139
 Lab fee: \$9
 .6 CEU

 141
 S
 9a-4p
 DPL 419
 TBA
 2/10-2/10

Computer Graphics I, Windows

All the basics for professional and creative expression. Govers equipment and software.

CPGP C010 CEU fee: \$59 Lab fee: \$9 .3 CEU

141 S 9a-12p DPL 419 TBA 2/17-2/17

Computer Graphics II, Windows

Computer drawing techniques, discussion of software, graphics manipulation, scaling, cropping, color, image processing, clip art, and copyright issues.

CPGP C011 CEU (ee: \$139 Lab (ee: \$9 .6 CEU 141 S 9a-4p DPL 419 TBA 2/24-2/24



Introduction to CoreIDRAW

Create shapes. Use skew, rotate, and duplication. Enter, edit, and convert text. Blend, color-fill, and combine objects.

CPGP C014

CEU fee: \$199 WRF 9a-12p Lab fee: \$9 DPL 419

TBA

.9 CEU 1/31-2/2

PowerPoint, Windows

Learn to use computer-based electronic presentation graphics software. Create slides and templates, import, use add-ins, and the tool bar.

CPGP C018 CEU fee: \$59

Lab fee: \$9 DPL 419 .3 CEU 2/19-2/19



Macintosh

General and Utility

Apple for Teachers

Introduction for those using computers with children Operation of aluation, and classroom integration.

Introduction to Macintosh

Learn all the basics you need to set surfied with the Mac: hardware, software how to use the mouse, maintenance, hard disk management, supricuts, and the importance of utany applications

 CPGUC030
 CEU fee: \$130
 Lab fee: \$9
 6 CEU

 141
 T
 9a-4p
 DPL 415
 TBA
 1/30-1/30

 142
 S
 9a-4p
 DPL 415
 TBA
 3/16-3/16

MAC's Operating System

An overview of the system including system folder, mats, so age devices, disk tools, Norton Disk Doctor, Mac Tools, and troubleshooting.

CPGUC032 CEU fee: \$59 1.00 fee: \$9 3 CEU 141 M 6p-9p 0PT-415 TBA 2/12-2/12

Wordprocessing

MS-Word, Macintosh

Create, save, retrieve, format, edit, and print, and use wizards, tooltips, the mouse, teons, and shortcuts

CPWPC030 CEU fee: \$139 Lab fee: \$9 6 CEU
141 U P4p DPL 415 IIA 2/4-2/11

Intermediate MS_Word, Macintosh

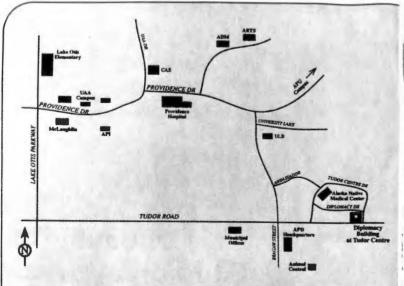
Includes using the rulery tubles, columns, styles, glossaries, graphics, footnotes, and nonting CPWPC031 EU fee: \$139 Lab fee: \$9 .6 CEU

141 U Ip-4p DPL 415 TBA (18-2/25









The College of Community and Continuing Education (CCCE) has ongoing registration. Registration hours are listed below. All CCCE registration sites are open Monday through Friday. Registration is on a first come, first served basis.

CCCE Registration Sites:

Main Registration Office, 786-6721

Diplomacy Building, on the corner of Tudor

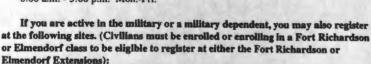
Centre Drive and Tudor Road

4500 Diplomacy Drive, Suite 501

8:30 a.m. - 7:00 p.m. Mon.

8:30 a.m. - 4:30 p.m. Tues.-Fri.

Chugiak-Eagle River Campus, 694-3313 10928 Eagle River Road, Suite 228 8:00 a.m. - 5:00 p.m. Mon.-Pri.



Fort Richardson Extension, 428-1228 or 428-0042 Kiska Hall, Building 658 8:30 a.m. - 4:30 p.m. (Mon., Wed., Thurs., Pri.) 10:30 a.m. - 4:30 p.m. (Tuesday)

Elmendorf Extension, 753-0204 or 753-3124

Education Center, Lemon St., Building 21-590
8:30 a.m. - 4:30 p.m. (Mon., Wed., Thurs., Fri.)
10:00 a.m. - 4:30 p.m. (Tuesday)

Wheleome! Winter is a special time at the College of Community and Continuing Education at UAA, and our courses offer a variety of ways for you to take advantage of the season. Make your professional and academic research easier by learning about on-line. Internet resources, learn to travel safely in the spectacular Alaskan backcountry, or take time to stitch that quilt you've been wanting to make.

Our college is dedicated to providing the learning opportunities the Anchorage community requests. If you have an idea for a new class or a suggestion to improve an existing one, give us a call at 786-6721, and let us know.

Make winter your favorite season. Join us, and learn for life at UAA.

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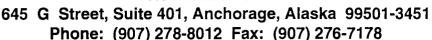
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About the Cover: The historic Wendler building was built in 1915 as a grocery. The Victorian surres made the store unique in the booming young railroad town of Anchorage. In 1948 Wendler's daughter, Myrsle Sulmaker, presed the Club 25 as a special place for laddes to roctalize. It operared us is restained until 1982.

Cover ari by John McGee Editor: Ani Mareck

Restoration Office





February 14, 1996

Gordon Bolar Alaska Public Telecommunications, Inc. 3877 Providence Drive Anchorage, Alaska 99508

Dear Gordon:

I appreciated the opportunity to speak with you yesterday about the possibility of funding television programming related to the *Exxon Valdez* Oil Spill restoration program.

I've enclosed a number of items that you may find useful. These include:

- FY97 Invitation to Submit Restoration proposals
- 1995 Annual Report (the 1996 report will be available in mid-March)
- Restoration Plan
- Most recent newsletters

After you've looked at these, let's be sure to talk again.

Sincerely,

Molly McCammon Executive Director

mm/raw

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 14, 1996

Ann Stone, President Kodiak Historical Society 101 Marine Way Kodiak, Alaska 99615

Dear Ms. Stone:

I applaud your efforts to preserve the Erskine House. Unfortunately, the project is probably not eligible for restoration funds. The Trustee Council may use restoration funds only to restore resources and services injured in the *Exxon Valdez* oil spill. Although the oil spill injured archaeological resources in coastal areas, there is no evidence that the oil spill injured historical resources like the Erskine House.

As you may know, the Trustee Council contributed funds to the construction of the Alutiiq Museum in Kodiak. The Alutiiq Museum will serve as a repository for spill-related archaeological artifacts recovered in the Kodiak area.

I have discussed your request with Judith Bittner, State Historic Preservation Officer. Ms. Bittner can probably suggest more promising sources of funding. You can reach her at (907) 269-8715 (phone) and (907) 269-8908 (fax).

Sincerely,

Molly McCammon Executive Director

cc (w/copy of Jan. 29 letter): Judith Bittner, State Historic Preservation Officer

THISTORICAL SOCIETY

KODIAK HISTORICAL SOCIETY

101 MARINE WAY KODIAK, ALASKA 99615 (907) 486-5920 Fax (907) 486-3166

Founded in 1954

January 29, 1996

Ms. Molly McCammon Exxon Valdez Oil Spill Tr 645 G. Street Anchorage, AK 99501

Dear Ms. McCammon,

The Kodiak Historical So September 21, 1954. In National Historic Landma asking for your help in sa Joe oppropriate:

The building needs new exterior siding. Recently an energy audit was performed and the results were multiple leaks all over the three floor structure. It is difficult to heat in the cold weather and when the wind blows, much dirt enters the museum. During the winter it is impossible to get the temperature in the building over 50 degrees. The audit recommends that the siding and trim be removed, Tyvek attached, furr out and foam, and then install 1 x 8 OSB pre-primed siding and new trim which would then be painted. Also, the floor needs to be foam sealed to prevent updraft through the floor and into the wall chamber. It would stabilize the heating system, and save this valuable building for its historical importance and museum. This would be a major renovation which is estimated to be around \$100,000.00 but the importance of saving this building for future generations is incalculable. A commemorative plaque will be placed on the building naming the contributors to the preservation of this landmark.

The Kodiak Historical Society is requesting financial assistance from you so that this job can be completed. There is no record of when the original siding was put on to preserve the old Russian magazin but local lore has it late in the 1800's or early 1900's. The preservation of this National Historic Landmark is important for Kodiak Island, Alaska and the United States. Please assist us in this effort to preserve and protect this historical building.

Sincerely,

Ann Stone President

KODIAK HISTORICAL SOCIETY



Founded in 1954

101 MARINE WAY KODIAK, ALASKA 99615 (907) 486-5920 Fax (907) 486-3166

January 29, 1996

Ms. Molly McCammon Exxon Valdez Oil Spill Trustee Council 645 G. Street Anchorage, AK 99501

Dear Ms. McCammon,

The Kodiak Historical Society was organized as a 501 C 3 non profit organization on September 21, 1954. In 1967 the Society established the Baranov Museum in the National Historic Landmark, the Erskine House, in downtown Kodiak. The Society is asking for your help in saving this building.

The building needs new exterior siding. Recently an energy audit was performed and the results were multiple leaks all over the three floor structure. It is difficult to heat in the cold weather and when the wind blows, much dirt enters the museum. During the winter it is impossible to get the temperature in the building over 50 degrees. The audit recommends that the siding and trim be removed, Tyvek attached, furr out and foam, and then install 1 x 8 OSB pre-primed siding and new trim which would then be painted. Also, the floor needs to be foam sealed to prevent updraft through the floor and into the wall chamber. It would stabilize the heating system, and save this valuable building for its historical importance and museum. This would be a major renovation which is estimated to be around \$100,000.00 but the importance of saving this building for future generations is incalculable. A commemorative plaque will be placed on the building naming the contributors to the preservation of this landmark.

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Sincerely,

Ann Stone President



KODIAK HISTORICAL SOCIETY

101 MARINE WAY KODIAK, ALASKA 99615 (907) 486-5920 Fax (907) 486-3166

Founded in 1954

January 29, 1996

-Summary-

Russian American Magazin / Erskine House

The Kodiak Historical Society was formed to encourage and assist in the restoration, preservation, recovery and exploration of the historical data and material in the Kodiak and Aleutian Island area. The Mission Statement for the Baranov Museum is: "To collect, preserve, research and exhibit historically significant artifacts, documents, photographs and other data relative to the Kodiak and Aleutian Islands area; To evaluate and interpret the materials in the collection for educational and research purposes and presentation to the public; To continue to develop and maintain a library of rare books about the area." Since 1954 the collection has increased to 1600 objects and the archives including photos, slides, rare books, letters and maps total over 13,000. This is an invaluable educational and research resource to the community, the schools and the State of Alaska.

The Erskine House was designated a National Historic Landmark by the Secretary of the Interior because of its significance as the only Russian American Company commercial building standing in Alaska. It is also the only building remaining as evidence of the historical continuity between the Russian American Company and the Alaska Commercial Company.

In 1976 the Alaska American Bicentennial Commission named the National Historical Landmark as the Meeting House for the State of Alaska. In 1993 a Conservation Assessment Program grant by the Federal Government was performed on the building by a historical architect and conservator. Their list of improvements are being followed as funds and time permits. Over the years the Society has raised and expended \$500,000 on building repairs using local, State and Federal funds.

Kodiak Historical Society Collection

The collection began with the donation of a three place Koniag bidarka, paddle and two gut splash guards. The Society housed these objects in a World War II quonset hut and volunteers began collecting historical objects from the Kodiak Archipelago and the Aleutian Islands. These objects span the pre-history, Russian contact period, American era, World War II, and fisheries to the present.

Objects of bone, slate, graywacke, gut kamleikas, and grass baskets represent the pre-history. The Russian era is represented by brass samovars, icons, money (including a sealskin note) and trading beads. Many fine pieces of furniture from the American period are on exhibit in the room setting. A 1902 wedding dress and a Pleyel piano that came around Cape Horn on a sailing ship are also on display. A library is available to learn about the 1912 Katmai eruption, the 1964 Good Friday Earthquake and other Kodiak subjects. The Kodiak Historical Society archives has a fine collection of historical pictures that are available to the public for arch.



Kodiak Historical Society



Museum Store

A store area within the Baranov Museum has something to interest the visitor and resident alike, the mos' impressive, of course, being the Russian Samovar collection. Other hand crafted items seen in the shop are trading beads, silver, ivory and gold jewelry, soapstone carvings, and grass baskets.

Museum Hours

Crab Festival May through Labor Day Monday — Friday 10 am to 4 pm Saturday and Sunday 12 noon to 4 pm Special Openings on request

Labor Day through Crab Festival May Monday through Friday 11 am to 3 pm Saturday 12 noon to 3 pm Closed Thursday and Sunday Closed February

Adults \$2.00

Admission Children under 12 Free

KODIAK BARANOV MUSEUM



Baranov Museum in the Erskine House, a National Historic Landmark, in Kodiak, Alaska is the only building remaining as evidence of the listorical continuity between the Russian-American Company and the Alaska Commercial Company.

101 Marine Way Kodiak, Alaska 99615 (907) 486-5920 Fax (907) 486-3166



The Erskine House or the Russian American Magazin

Quotation from the National Park Service report 1987 by Barbara Sweetland Smith

"Built by the Russians by 1808, the solid log, two story structure has served Wilbur Erskine, the Alaska Commercial Company, as residence, store and warehouse. Although of relatively crude construction, the Russian magazin was none the less the safeguard for the t dous wealth of the Russian American Company. It was built to last. And it has survived as one of only four Russian structures remaining in the United States. It is also essentially the same box like structure erected by Baranov administration, its walls and basic floor plan still intact. Among the surviving Russian era buildings, the Kodiak magazin has an additional distinction. It is the only structure which embraces the activities of both the Russian American and Alaska Commercial companies, enterprises which shaped the face of northwestern America. Engaged not only in commerce, but in administration, law enforcement, and exploration, these companies were truly the masters of Alaska from whence they ruled the fur markets of the world."

Kodiak Historical Society

he Kodiak Historical Society was founded in 1954. Its purpose is to encourage and assist in the restoration, preservation, recovery and exploration of the historical data and material in the Kodiak and Aleutian Island area.

In 1958 a collection of Aleut, Koniag, Russian and American objects was moved into a downtown World War II quonset, and a museum was opened to the public by Society volunteers and curator Eunice vonScheele Neseth.

In 1966 the collection was moved into the National Historic Landmark, the Erskine House. After repairs by volunteers, the building was leased to the Society. In 1972 the City of Kodiak accepted ownership for the building, and the Society manages the building and operation of the Baranov Museum.



Photo Credits: Alice Ryser







Kodiak Historical Society Membership Form

September through August Membership classifications are as follows:

Single Membership Sponsor \$50	\$15	Patron \$100-\$500
Name:	,	
Address:		
		Phone:

With your membership you receive free admission to the museum, one vote at annual meeting, and support for the Baranov Museum operation.

Please return to:

Kodiak Historical Society 101 Marine Way, Kodiak, AK 99615

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 14, 1996

Bob Henrichs Native Village of Eyak POB 1388 Cordova, Alaska 99574

Dear Bob:

Thanks for the tee shirts. They're great! I gave one to Eric Myers in the office here. Martha told me the potlatch went really well.

Hope you're having a good spring.

Sincerely,

Molly McCammon Executive Director

mm/raw

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

David Bruce, DEC

FROM:

Eric F. Myers Director of Operations

DATE:

2/1396

SUBJ:

Loan of Restoration Office Plotter to DEC

Diane Munson/DEC, who has relocated from the 645 G Street Restoration Office to the DEC offices on Cordova Street has requested that the HP Design Jet 650C Plotter be transferred to DEC for her on-going use in support of requests for mapping of shoreline oiling and treatment segments as related to their restoration research. See attached memo.

The following information was taken from the plotter:

General Description: Howlett Packard Design Jet 650 (Plotter

SOA Property Control Number: SaA 18/50A 100 · 9 · 665 (Green Dot 194)

Serial Number: VSA 41 06 584

Model Number: (1859)A

OHSRRF Sticker:

FCC ID Number: BSDC285

Please update the property inventory records to reflect that this equipment item has been transferred to DEC for on-going use. The contact/custodian should be identified as Ernie Piper/DEC Trustee Liaison.

Your assistance with this request is appreciated. If you have any questions, please let me know.

cc: Diane Munson/DEC

Ernie Piper/DEC

DEPT. OF ENVIRONMENTAL CONSERVATION

MEMORANDUM

DATE:

January 31, 1996

TO:

Eric Meyers

FROM:

Dianne Munson

RE:

HP DesignJet 650C Plotter

CC:

Emie Piper

I am writing to inquire about the possibility of transferring the HP DesignJet 650C Plotter from the Exxon Valdez Restoration office to the Dept. Of Environmental Conservation office at Cordova street.

I have recently relocated to the D.E.C. offices and had been using the plotter for several different tasks. In addition to producing maps showing subdivision, survey and significant oiling locations, I often get requests from scientists working on restoration projects to plot maps. The maps allow principal investigators to relate their work to the actual shoreline treatment and assessments conducted.

The D.E.C. office does not have a plotter and I would like to continue to have the ability to produce these maps. I have asked restoration staff if they have a need for the plotter and it doesn't seem that they do.

Yours Truly

Dianne Munson

Restoration Specialist

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Restoration Office

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FAX COVER SHEET

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	Comments: Total	Pages: 3
7	Mianne Munson	269-7649
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	David Bruce	907-465-5322
	Please distribute	ASAP
		Manks
	Document Sent By: Keri Hile	
	2/15/95	

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Exxon Valdez Oil Spill Trustee Council

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178

Restoration Office



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FAX COVER SHEET

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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Joe Sullivan/ADF&G

FROM:

Molly McCamfron

Executive Director

RE:

Authorization -- Project 96259\Restoration of Coghill Lake Sockeye

Salmon

DATE:

February 13, 1996

The purpose of this memorandum is to approve expenditure of the funds authorized by the Trustee Council in December 1995 for Project 96259\Restoration of Coghill Lake Sockeye Salmon. Funds must be spent in accordance with the Detailed Project Description and the follow-up letter from Gary Kyle dated February 1, 1996.

CC:

Bob Spies Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Molly McCammon, Executive Director

FROM:

Eric F. Myers, Director of Operations

DATE:

February 13, 1996

SUBJ:

Approval of Travel Authorizations

In its review of ADFG FY 95 travel authorizations, the audit team identified instances in which approval of travel was not clearly documented in advance of actual travel. In light of that finding, I have taken steps to review Restoration Office records of travel authorizations.

As you aware, travel authorized by the Restoration Office consists primarily of travel by staff for administrative or project related work, PAG member travel to and from meetings, and occasionally travel by certain key individuals to participate in restoration program activities (for example, certain technical experts or spill area community representatives to participate in specific workshops).

Authorization of this travel is always in advance of any travel that occurs. In some cases, however, the paperwork to document travel expenses has not been processed until following the completion of travel. Although no travel has been permitted without prior *verbal* approval, I have identified instances in which travel authorizations have not been *signed* until after the authorized travel. Again, while all travel has been authorized in advance of departure, the written record in some files is misleading because of the date of the approval signature.

I have discussed this matter with both Tami Yockey and Cherri Womac and they are now clear that all travel authorizations must be secured via signature *prior* to the actual time of travel.

cc: Traci Cramer Rebecca Williams Tami Yockey Cherri Womac

Restoration Office

645 "G" Street, Anchorage, AK 99501

Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Kim Garnero, Alaska Department of Fish and Game

David Bruce - Alaska Department of Environmental Conservation

Carol Fries - Alaska Department of Natural Resources

Dave Gibbons - U. S. Department of Agriculture, Forest Service

Bob Baldauf - U. S. Department of the Interior

Byron Morris - National Oceanic & Atmospheric Administration

FROM:

Traci Cramer

Administrative Officer

DATE: February 9, 1996

RE:

FFY 1996 Second Quarter Financial Information Request

Pursuant to the Financial Operating Procedures, within thirty days following the end of each quarter, agencies will report expenditures and obligations recorded at the end of the guarter. As such, it is requested that expenditure and obligation activity for the quarter ending December 31, 1995 be submitted to this office by February 14, 1996.

Unlike previous requests for financial information, this memorandum incorporates a number of changes. First, some agencies continue to submit adjustments to prior year work plans. While the adjustments may be justified, additional information should be provided. To that end, you will find attached a new prior year adjustment form. Second, I do not intend to continue the practice of sending out new reports on a quarterly basis. However, once the quarterly report has been updated, I am committed to providing the agencies a copy. Third, while a worksheet explanation has been provided each quarter, there continues to be questions relating to the authorized, adjustments, expenditures, and obligations columns. As a result, I have included in this memorandum a definition section.

The type of information required on a quarterly basis varies by work plan, as explained below.

1992 through 1994 Work Plans

The worksheets relating to the years 1992 through 1994 are being reflected as FINAL. As I mentioned earlier, if the information contained on these worksheets is inaccurate, agencies should submit the attached prior year adjustment form.

1995 Work Plan

I have included worksheets for the 1995 Work Plan. The worksheets should be updated to reflect expenditure and obligation activity relating to the prior year, but which occurred in the current year, for the quarter ending December 31, 1995. Agencies are required to submit the attached prior year adjustment form for any activity relating to the 1995 Work Plan that occurs after December 31, 1995.

1996 Work Plan

Also attached is the 1996 Work Plan as approved by the Trustee Council on August 25 and December 11, 1995. Unless changes are made by the Trustee Council or an agency reflects an internal adjustment, this worksheet should be retained to report future financial information. I do not intend to continue the practice of sending out new reports on a quarterly basis. However, once the quarterly report has been updated, a copy will be provided. For planning purpose, the following table reflects the reporting requirements and due dates for the 1996 Work Plan:

Report	For the Period Ending	<u>Due</u>
First Quarter	December 31, 1995	February 12, 1996
Second Quarter	March 31, 1996	May 1, 1996
Third Quarter	June 30, 1996	August 1, 1996
Fourth Quarter	September 30, 1996	November 1, 1996
Final	Twelve month period	December 1, 1996
	ending September 30, 199	6

Definitions

As mentioned earlier, I have included this definition section to clarify what information is required for the quarterly reports. If the definitions continue to be unclear, let me know.

Authorized - This column reflects authorization approved by the Trustee Council and any supplemental funding or adjustments made by the Trustee Council.

EXAMPLE: The Trustee Council approves \$100,000 on August 25 and \$50,000 on December 11, the total authorized is \$150,000.

Adjustments - This column represents funding transfers between projects that were made by the agency per the Financial Operating Procedures. The Trustee Council has authorized agencies to transfer funds between projects up to the cumulative amount of \$25,000 or up to 10% of the annual spending level. The actual amount of these types of transfers should be reflected in this column, with the impact to the total project

reflected in the Adjusted Authorization column. In all cases, the total of the adjustments column should net to zero.

EXAMPLE: Project A is authorized for \$75,000 and project B is authorized for \$25,000. The agency transfers \$2,500 from project A to project B. The adjustments column for project A should reflect -\$2,500 and the adjusted authorization column should reflect \$72,500. The adjustments column for project B should reflect \$2,500 and the adjusted authorization column should reflect \$27,500.

Expenditures - This column is to be used by the agencies to report *cumulative* expenditure information. Only actual payments should be reflected in this column. This column should not be used to report valid obligations that have not been paid. In addition, by definition *cumulative* pertains to all expenditures as of the end of the reporting period.

EXAMPLE: Project A expends \$40,000 in the first quarter, \$10,000 in the second quarter, and \$15,000 in the third quarter. Thus, the *cumulative* total for the third quarter would be \$65,000.

Obligations - This column is to be used by agencies to report the balance of unpaid obligations as of the end of the reporting period. An obligation is defined as an encumbrance or expense that was incurred, but has not been paid. It is important to point out that this number tends to go up and down over the course of the year. An obligation in one quarter may be reflected as an expenditure in the next quarter. Conversely, a project may not have had an obligation in the first quarter, but does have an obligation in the second quarter.

EXAMPLE: Project A is being implemented through a contract with firm XYZ for \$100,000. The contract is signed during the first quarter, but the contractor did not submit any billings. The first quarter report for project A would reflect \$100,000 in the obligations column. During the second quarter, firm XYZ was paid \$20,000 toward the contract. The quarterly report for the second quarter would reflect \$80,000 in the obligations column and the \$20,000 would be reflected in the expenditures column.

If you have any questions, give me a call at 586-7238.

Attachments

cc: Molly McCammon

PRIOR YEAR ADJUSTMENT FORM

Purpose:	To document adjustments associated with expenditure and obligation information included on FINAL REPORTS.					
Instructions:	This is a WordPerfect document, agencies have the option of using this form or creating a form which contains the required elements. While the form is self-explanatory, if you have any questions contact Traci Cramer at (907) 586-7238.					
	ear: 1992 Work Plan affected)	1993	1994	1995		
Project Number:(Enter the project number)		Contact:(Enter the name of the person best able to respond to questions)				
Agency: (Indicate the	ADEC ADF&G DOI-FWS DOI-NBS agency affected)	ADNR DOI-NPS	USFS DOI	_NOAA		
	mpact: Expenditures Obligations Reflect increases as positive numbers and decreases as negative numbers)					
Why the adju	stment is required?			,		
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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 8, 1996

Francis E. Mullen Trust
Attn: Frank Mullen
152 Raft Island
Gig Harbor, Washington 98335

Dear Mr. Mullen:

The purpose of this letter is to provide you with confirmation that the Trustee Council has received your nomination under the Small Parcel Habitat Protection Program and to advise you of the status of your parcel.

As you are perhaps aware, hundreds of small parcel nominations have been submitted to the Trustee Council for consideration through the Small Parcel Program. Upon receipt of a parcel nomination and a determination that the nomination meets all threshold criteria, the nominated parcel is evaluated for its specific restoration value. As a result of the review and evaluation of nominated parcels to date, the Trustee Council has identified 28 parcels of especially significant value to the protection and restoration of the biological resources and human services injured by the *Exxon Valdez* oil spill. Current acquisition efforts are focused on these 28 priority parcels.

Although the parcel you have nominated, KEN-1035, has not been identified as a priority parcel at this point, the Trustee Council is maintaining files on all parcels nominated and may give further consideration to parcels as new or additional information becomes available.

If you have questions about the Small Parcel Program, please contact Eric Myers in the Restoration Office.

Sincerely,

Molly McCammon Executive Director

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 8, 1996

Larry G. Matson PO Box 39034 Ninilchik, Alaska 99639

Dear Mr. Matson:

The purpose of this letter is to provide you with confirmation that the Trustee Council has received your nomination under the Small Parcel Habitat Protection Program and to advise you of the status of your parcel.

As you are perhaps aware, hundreds of small parcel nominations have been submitted to the Trustee Council for consideration through the Small Parcel Program. Upon receipt of a parcel nomination and a determination that the nomination meets all threshold criteria, the nominated parcel is evaluated for its specific restoration value. As a result of the review and evaluation of nominated parcels to date, the Trustee Council has identified 28 parcels of especially significant value to the protection and restoration of the biological resources and human services injured by the Exxon Valdez oil spill. Current acquisition efforts are focused on these 28 priority parcels.

Although the parcel you have nominated, KEN-1032, has not been identified as a priority parcel at this point, the Trustee Council is maintaining files on all parcels nominated and may give further consideration to parcels as new or additional information becomes available.

If you have questions about the Small Parcel Program, please contact Eric Myers in the Restoration Office.

Sincerely,

Molly McCammon Executive Director

Restoration Office

645 "G" Street, Anchorage, AK 99501 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Michael Milby

Court Clerk

Southern District of Texas

FROM:

Molly McCammon

Executive Director

DATE: February 7, 1996

RE:

Second Draft Order Establishing the Reserve Fund

We have reviewed the second draft order establishing the *Exxon Valdez* Reserve Fund and for the most part find it acceptable. However, I would recommend one minor change to the second paragraph, second sentence of the draft order.

This change would amend the order to include both the State of Alaska and the United States of America settlements. The case number for the State of Alaska v. Exxon Corporation is A91-083 Civil and the case number for the United States of America v. Exxon Corporation is A91-082 Civil. Based on these suggested changes, the second sentence be revised to read:

The initial CRIS - *Exxon Valdez* Reserve Fund investment shall follow the Court Orders dated August 31, 1995 and September 13, 1995 in the cases numbered A91-082 Civil and A91-083 Civil signed by Chief Judge H. Russel Holland, United States District Court for the District of Alaska.

I would also like to thank you for addressing the issue of maturing securities. Absent a Court Order, the deposit of the proceeds of the *Exxon Valdez* Reserve Fund into the CRIS - Liquidity Fund is appropriate.

cc: Jim Suchma

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Carol Standart PO Box 1144 Homer, Alaska 99603

Dear Ms. Standart:

Thank you for your recent letter to the Exxon Valdez Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Again, please know that the Trustee Council shares your interest in seeing these lands protected. I will provide a copy of your letter to each of the Trustee Council members at their next meeting.

Sincerely,

Molly McCammon Executive Director

Mely M Cammo

enclosures: KEN-12/Baycrest Benefits Report

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Laura Inglima HC67 Box 1259 Anchor Point, Alaska 99556

Dear Ms. Inglima:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly McCarhmon Executive Director

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Gayle Bell PO Box 1579 Homer, Alaska 99603

Dear Ms. Bell:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly McCammon Executive Director

enclosures: KEN-12/Baycrest Benefits Report

Molly Mc Camm

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Georgia Jones 4067 Mullikin Street Homer, Alaska 99603

Dear Ms. Jones:

Thank you for your recent letter to the Exxon Valdez Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly McCammon Executive Director

enclosures: KEN-12/Baycrest Benefits Report

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Kathy and Wayne Biessel PO Box 1995 Homer, Alaska 99603

Dear Mr. and Mrs. Biessel:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly McCammon Executive Director

enclosures: KEN-12/Baycrest Benefits Report

Welly McCamm

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Carol Harding PO Box 2563 Homer, Alaska 99603

Dear Ms. Harding:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly Mcdammon Executive Director

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Gail Parsons PO Box 2397 Homer, Alaska 99603

Dear Ms. Parsons:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

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Sincerely,

Molly McCammon Executive Director

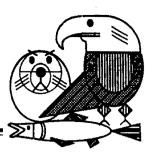
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enclosures: KEN-12/Baycrest Benefits Report

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Ruth Zozula PO Box 95 Anchor Point, Alaska 99556-0095

Dear Ms. Zozula:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

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Sincerely,

Molly McCammon Executive Director

enclosures: KEN-12/Baycrest Benefits Report

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Rick Kamitchis PO Box 90085 Anchorage, Alaska 99509

Dear Mr. Kamitchis:

Thank you for your recent letter to the Exxon Valdez Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Molly McCammon Executive Director

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Dan Levinson 184 West Bayview Avenue Homer, Alaska 99603

Dear Mr. Levinson:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Molly McCammon Executive Director

Welly McCamm

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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Mark Schollenberger PO Box 3593 Homer, Alaska 99603

Dear Mr. Schollenberger:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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Sincerely,

Molly McCammon
Executive Director

Molly M. Camm

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Karen Willows PO Box 1566 Homer, Alaska 99603

Dear Ms. Willows:

Thank you for your recent letter to the Exxon Valdez Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

We appreciate your support for protection of this area. In fact, two individual parcels, nominated by their landowners, are actively under consideration for protection by the Trustee Council through the Small Parcel Habitat Protection Program. This includes a 90-acre parcel referred to as the Baycrest parcel (KEN-12), and an adjacent 97-acre parcel referred to as Overlook Park (KEN-55). It is hoped both parcels (which are contiguous) can be protected.

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Sallie Dodd-Butters PO Box 1223 Homer, Alaska 99603

Dear Ms. Dodd-Butters:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

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Molly McCammon Executive Director

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KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 7, 1996

Jane Middleton 54190 East Road Homer, Alaska 99603

Dear Ms. Middleton:

Thank you for your recent letter to the *Exxon Valdez* Trustee Council in support of protecting the lands just north of Homer, popularly called "Overlook Park" or "Baycrest Overlook."

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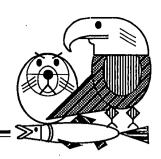
Molly McCammon Executive Director

enclosures: KEN-12/Baycrest Benefits Report

KEN-55/Overlook Park Benefits Report

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Joe Sullivan/ADFG

FROM:

Molly McCammon

Executive Director

RE:

Authorization -- Project 96258A/Sockeye Salmon Overescapement Project

DATE:

February 6, 1996

The purpose of this memorandum is to authorize expenditure of the funds approved by the Trustee Council in December 1995 for Project 96258A/Sockeye Salmon Overescapement. Funds must be spent in accordance with the Detailed Project Description and the revisions outlined in the January 9, 1996 letter to me from Dana Schmidt and Ken Tarbox.

cc: Bob Spies

Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Bruce Wright/NOAA

FROM:

Molly McCammon

Executive Dire

RE:

Authorization -- Project 96012\Comprehensive Killer Whale Investigation

in Prince William Sound

DATE:

February 6, 1996

The purpose of this memorandum is to formally approve work to proceed on Project 96012\Comprehensive Killer Whale Investigation in Prince William Sound, as described in the revised Detailed Project Description.

cc:

Bob Spies

Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Bruce Wright/NOAA

FROM:

Molly McCamphon

Executive Diractor

RE:

Authorization -- Project 96074\Herring Reproductive Impairment

DATE:

February 6, 1996

The purpose of this memorandum is to acknowledge the revised scope of work for Project 96074\Herring Reproductive Impairment.

I authorized work to begin on Project 96074 in October 1995. In December 1995 the Trustee Council reduced funding for the project to reflect a reduction in the scope of work (to closing out both the laboratory and field components). I have now received a memorandum from Jeep Rice, Mark Carls and yourself dated January 29, 1996 explaining the changes in the scope of work, and a letter from the Chief Scientist accepting the change of plans.

Funds for Project 96074 must be spent in accordance with the Detailed Project Description and the January 29 follow-up letter.

cc:

Bob Spies

Traci Cramer

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B. SPIES

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Restoration Office

645 G Street, Suite 401, Anchorage, AK 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Workforce

FROM:

Bob Loeffler

Director of Planning

SUBJECT: Review of SeaLife Center write-up for the FY 97 Invitation

DATE:

February 6, 1996

At Monday's workforce meeting, we said that we would fax around two re-writes for the FY 97 Invitation: that for the Alaska SeaLife Center, and the "New projects box" for Habitat Improvements. We also agreed that it would require a quick turnaround time for your review.

The SeaLife Center prose is attached. We agreed to drop the "New projects info" for Habitat Improvements. So the box only says the standard, "...additional projects are welcome..."

Please return any comments on the SeaLife Center attachment by 3:30 PM tomorrow, Wednesday, February 7. Please fax them back, or call myself, Sandra, or Veronica. I apologize for the short turnaround, but its needed if we are going to get this document to the printer on Friday.

Alaska SeaLife Center

In November 1994 the Trustee Council conditionally authorized funding of up to \$24,956,000 to support construction of basic marine research infrastructure — the Alaska SeaLife Center — critical to the long-term restoration of the resources and services injured by the oil spill. The Council approved funding for this facility following a determination that no existing facilities in Alaska adequately addressed known and anticipated needs for restoration research pertaining to marine mammals, marine birds, and fish.

The SeaLife Center is not scheduled to be open for research until mid-1998. However, the Trustee Council is interested in knowing if a proposal for FY 97 intends to use SeaLife Center facilities in FY 98 or future years. For that reason, the instructions for writing FY 97 Detailed Project Descriptions in Appendix A ask whether a proposal expects to use SeaLife Center facilities in FY 98 or future years.

Proposals that indicate a need for the SeaLife Center facilities in FY 98 or future years will be forwarded to the scientific review committee of the SeaLife Center for screening before the Trustee Council makes its funding decisions to ensure that the SeaLife Center can accommodate the proposal's future needs. To expedite this process, proposers are encouraged to discuss their proposed use of the SeaLife Center with its scientific director, Dr. Mike Castellini, before submitting an FY 97 proposal to the Trustee Council. Dr. Castellini's address is Institute of Marine Sciences, University of Alaska Fairbanks, Fairbanks, Alaska 99775 (907-474-6825, email address is: mikec@ims.alaska.edu).

The SeaLife Center is a non-profit research center to be built in Seward, about 120 miles south of Anchorage. The site is situated on the Gulf of Alaska at the head of Resurrection Bay on the Kenai Peninsula coast, west of Prince William Sound. The SeaLife Center's scientific program will be managed by the University of Alaska Fairbanks, but the facility itself will be owned by the City of Seward and operated on behalf of the city by the Seward Association for the Advancement of Marine Science.

Mission. The Alaska SeaLife Center is dedicated to studying the marine ecosystem of the northern Gulf of Alaska through a combined program of research, rehabilitation, and public education. The focus will be on Alaskan marine mammals, marine birds, and fish, and especially on species injured by the oil spill. The scientific plan for the SeaLife Center is to establish a research facility where visiting and resident scientists can work together on issues relevant to ecosystem questions and management in Alaska and elsewhere.

Facilities. The SeaLife Center will be a large sea-water research facility with three major components: (1) a section dedicated to research, including wet and dry

laboratories, holding tanks, and animal handling, food preparation, quarantine, and necropsy areas, (2) a large and integrated rehabilitation section, where critically injured or sick animals can be treated and studied for the purpose of improving rehabilitation techniques, and (3) a visitor section where the public can view the SeaLife Center's scientific program, see the species involved, and learn about the marine environment and research in Alaska.

The SeaLife Center is designed to simultaneously support multiple research projects. Detailed drawings of the research facilities and will be available in June 1996. The SeaLife Center itself does not fund research projects, but makes facilities available to scientific investigations for a modes bench fee. The facility also has office, conference, and library space will be available for resident and visiting scientists.

However, proposers wishing to know more about the facilities while writing FY 97 proposals for the Trustee Council are encouraged to contact Dr. Castellini.

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

	PARE -
To: Restoration Work Force	
From: Bob Loeffler	Date: February 6, 1996 Total Pages: 4
Comments:	Total Pages:
Please di	stribute
RESTORATION WORK FORCE MEI	MBERS INCLUDE:
Berg, Catherine Fries, Carol Gibbons, Dave Joe Sullivan/Bill Hauser Bartels, Leslie/Lisa Thomas Miraglia, Rita	Morris, Byron Piper, Ernie Rice, Bud Spies, Bob Thompson, Ray Wright, Bruce Traci Cramer
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JUNEAU OFFICE

D.GIBBONS

PHIL MUNDY

MORRIS-WRIGHT

CAROL FRIES

RITA MIRAGLIA

R. THOMPSON

J. SULLIVAN

L. BARTELS

C.BERG

B.RICE

E.PIPER

B.SPIES

G. BELT

ERROR

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Vern McCorkle

Chairman, Public Advisory Group

FROM:

Molly McCammon

Executive Director

DATE:

February 6, 1996

SUBJECT:

Timely submission of travel receipts

The purpose of this memorandum is to ask for your assistance in addressing a concern that has emerged regarding the timely processing of travel expenses by PAG members. In certain instances, there have been long delays between the time of travel and the submission of receipts for reimbursement.

This past fiscal year some PAG members' travel claims were not received until after the end of fiscal year 95. This delayed processing and creates accounting problems.

The Alaska Department of Fish and Game administrative support staff have asked that all travel receipts be turned in to the Restoration Office within two weeks of the meeting.

As you are aware, PAG members may leave their hotel invoices, the passenger receipt portion of their airline ticket, their taxi receipts, and parking receipts with Cherri Womac before departing Anchorage. When the PAG member arrives home, they will have only a few remaining receipts to send back to Anchorage (e.g., taxi receipts). PAG members should use the Travel Itinerary Form, estimating taxi and airport parking. The State of Alaska will reimburse incidentals totaling \$30.00 without receipts.

At the next PAG meeting I would like to raise this issue with the PAG as a whole and ask that the group adopt an internal policy for the timely submission of travel receipts. Your assistance with this effort would be appreciated.

2001

**************** *** ACTIVITY REPORT *** ***************

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V.MCCORKLE

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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



Restoration Office Tentative Meeting Schedule

February, 1996

5 RWF @ 11:00 a.m. (with Bob Loeffler bon voyage pot luck to follow)

20 RWF @ 9:00 a.m.

27-28 NVP technical review session

March, 1996

13-14* PAG meeting

May, 1996

16-18 Core Reviewers Re: FY97 Work Plan

21-22 RWF, Chief Scientist, and PAG representatives Re: FY97 Work Plan

June, 1996

5-6* PAG meeting

July, 1996

31-Aug 1* PAG meeting

August, 1996

30* TRUSTEE COUNCIL meeting FY97 Work Plan

For more information on any of the above meetings, please contact the Anchorage Restoration Office.

* Tentative Dates

Update: 2/6/96 rwf

Exxon Valdez Oil Spil

Restoration

645 G Street, Suite 401, Ancho Phone: (907) 278-8012 F

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FAX COVER SITELL

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Berg, Catherine	Piper, Ernie
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Bartels, Leslie/Lisa Thomas Miraglia, Rita	Wright, Bruce
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8/17/95	

Trustee Agencies

State of Alaska: Departments of Fish & Game, Law, and Environmental Conservation United States: National Oceanic and Atmospheric Administration, Departments of Agriculture and Interior

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



FAX COVER SHEET

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******************* *** MULTI TRANSACTION REPORT *** *******************

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[20] 7863350

[21] 2572517

[24] 2697652

[35] 15103737834

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JUNEAU OFFICE

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CAROL FRIES

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R. THOMPSON

J.SULLIVAN

L.BARTELS

C.BERG

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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Rebecca Parker, Executive Director

Commonwealth North

FROM:

Molly Metalmonth

Executive Director

DATE:

February 6, 1996

RE:

Proposed speaking engagement

As I mentioned in our phone conversation, I would like to speak to Commonwealth North to report on the status of the *Exxon Valdez* Oil Spill Trustee Council. I would suggest a speaking date close to the March 24 anniversary of the 1989 spill.

Abstract: The *Exxon Valdez* Oil Spill Trustee Council was established as a result of a settlement of civil litigation brought by the state and federal governments against Exxon Corporation for damages resulting from the 1989 *Exxon Valdez* oil spill. Totaling nearly one billion dollars, this settlement was the largest natural resources damages settlement in North America. The Trustee Council's Executive Director, Molly McCammon, will report on:

- the process used for administering the settlement;
- the status of the resources and services injured by the spill;
- · how the settlement funds are being spent;
- · lessons learned; and
- the long-term legacy of the oil spill.

For your reference, I have enclosed copies of our 1995 Status Report, which provides some additional background on the Trustee Council's restoration program.

Restoration Office 645 "G" Street, Anchorage, AK 99501 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Carol Fries

Ernie Piper

Joe Sullivan

FROM:

Traci Cramer

Administrative Officer

DATE: February 5, 1996

RE:

FY 1997 Budget Amendment

Based on concerns expressed by the legislature, beginning in State Fiscal Year 1997, funding to receive and expend *Exxon Valdez* oil spill settlement trust funds (EVOS) will be included in the budget. Since the proposed budget for State Fiscal Year 1997 has already been submitted to the legislature, a budget amendment will be required. Included in this memorandum are draft assumptions to be used in development of the 1997 budget amendment and a proposed format that each agency should use. Please review the assumptions and documentation requirements included in this memorandum.

First I want to make it very clear that the decision to include EVOS in the state budget was not made by the Restoration Office, it was made by the legislature. Historically the authority to receive and expend EVOS funds has been obtained through the Legislative Budget and Audit Committee. However, at the January 8th Legislative Budget and Audit meeting, Senator Halford moved to table RPL 11-6-9992. For your information, attached is a memorandum to Annalee McConnell, a letter to Senator Halford, and a letter to Representative Martin. These documents outline the concerns of the legislature and in conceptual terms the proposed amendment.

While debate continues as to the appropriate form of the budget amendment, the Office of Management and Budget (OMB) is aware that the degree of specificity contained in the appropriation bill has a direct impact on the agencies ability to implement the work plan approved by the Trustee Council. As such, our proposal requests that the front section be amended with one appropriation, allocated to each of the affected agencies. In addition, it has been requested that the appropriation include a two-year term which

is consistent with past legislative practice. OMB also recognizes that the two-year term has been beneficial to the agencies, in that it reduces the administrative burden associated with reporting expenditure activity on a state fiscal year basis and on a federal fiscal year.

DEVELOPMENT OF THE BUDGET AMENDMENT

Regardless of the form of the budget amendment, it is important that the amount requested for inclusion in the State Fiscal Year 1997 budget is developed in a rational manner. To that end, the following guidelines have been developed for determining the amount to include in the proposed amendment. In developing these guidelines, it is assumed that the requested two-year term on the appropriation will be approved.

- 1. The 1996 Work Plan is the starting point. Attachment A represents those projects that have been approved by the Trustee Council for Federal Fiscal Year (FFY) 1996. In the case of multi-year projects, agencies should review the estimates for Federal Fiscal Year 1997. This review should include any changes known to have occurred since approval of the project by the Trustee Council.
- 2. Agencies should include, new projects anticipated to be approved, under the upcoming FFY 1997 solicitation.

While not to minimize the work involved in building a number based on the guidelines above or to argue that these numbers represent anything but estimates, the State Fiscal Year 1997 budget amendment would be calculated as follows:

- + Anticipated FFY 1997 Work Plan (ongoing FFY 1996 multi-year projects)
- + New Projects Anticipated To Be Approved
 State Fiscal Year 1997 Proposed Amendment

In recognition of projects as yet to be identified, incremental funding of approximately \$2 million will be added to the amendment. The Restoration Office will be responsible for including the \$2 million. Agencies should not attempt to include in their proposal funding for projects as yet identified.

Agencies should recognize, that in the event the proposed two-year term language is not adopted, an adjustment might be required. The purpose of any such adjustment would be to amend the authorization to reflect one quarter of the 1996 Work Plan (as approved by the Trustee Council) and three quarters of the anticipated 1997 Work Plan. **Until** notified, agencies should not include in their proposal funding necessary to account for the varying fiscal years.

REQUIRED DOCUMENTATION

The due date for submittal of budget amendments to OMB is February 9th. However, OMB is willing to be flexible. After the assumptions and the instruction are finalized, I will work with OMB to develop a due date for the EVOS budget amendments.

In defining the type of documentation required, I kept five things in mind. First, any budget submitted prior to action by the Trustee Council is speculative. Second, to the greatest extent possible, existing budget forms would be utilized. Third, the requirements contained in AS 37.14.415 would be met. Fourth, the concern expressed by the legislature that the impact of EVOS funding was unknown when the budgets are approved would be addressed. Finally, the budget amendment is due to the legislature March 7th, which doesn't give you much time.

I propose that each agency submit a Project Listing (Form P1), along with the appropriate Project Detail (Form P2) to support the request. In addition, the documentation would include a memorandum from the Restoration Office and a copy of the Fiscal Year 1996 Work Plan, December 1995. Attached you will find a copy of the Form P1 and Form P2 from the 1997 Budget Instruction.

The Form P1 will be modified to summarize the activities of the agency. A separate Form P1 will not be required for each division. The Form P2 will be used to explain the activity at the division level. Separate P2 forms will not be required for each project.

Project Listing (Form P1) Specific Instructions

- 1. The projects shall be grouped by division, in project number order.
- 2. The project number shall consist of the last three digits, do not include the FFY portion of the number. If a project crosses multiple years, all the financial information will be reported on one line.
- 3. In all cases, the General Funds columns will remain blank, with the project activity reflected in the Project Total columns.
- 4. By project, reflect actual expenditures relating to State Fiscal Year 1995 in the FY95 Actual Column.
- 5. By project, reflect the approved 1996 Work Plan in the FY96 Authorized column.
- 6. Agencies are not required to address the FY97 Adjusted Base column.
- 7. By project, reflect the anticipated 1997 Work Plan, based on the formula for development of the State Fiscal Year 1997 Proposed Amendment, in the FY97

Governor column.

8. The BRU and Component fields of the form should be deleted.

Project Detail (Form P2) Specific Instructions

Separate Form P2s are required on the division level as reported on the Form P1. The sum total of all P2s will total to the Form P1.

- 1. The field for project number and location should be left blank.
- 2. The project title should read: EVOS Restoration Projects
- 3. The authority should read: AS 37.14.400
- 4. The contact should read: Traci Cramer 586-7238 (This suggestion is made to ensure that the information provided the legislature is consistent for all agencies. It is not my intent to provide programmatic information, I will instead contact the liaisons who will communicate the questions to the appropriate individuals, and provide the information in the same manner as other legislative requests.)
- 5. By line-item, report the total actual expenditures relating to State Fiscal Year 1995 in the FY95 Actual column. Remember this is the total for the division as reported on the Form P1.
- 6. By line-item, report the total approved 1996 Work Plan in the FY96 Authorized column. Remember this is the total for the division as reported on the Form P1.
- 7. Agencies are not required to address the FY97 Adjusted Base column.
- 8. By line-item, report the anticipated 1997 Work Plan, based on the formula for development of the State Fiscal Year 1997 Proposed Amendment, in the FY97 Governor column.
- 9. The Project Description field should be used to explain how the request was developed, at a minimum include the following statements.

Pursuant to the Memorandum of Agreement (MOA) restoration funds must be used "...for the purposes of restoring, replacing, enhancing, or acquiring the equivalent of *natural resources* injured as a result of the Oil Spill and the reduced or lost *services* provided by such resources..." In addition, the MOA requires that all decisions shall be made by the unanimous agreement of the Trustees.

This budget assumes that the projects approved by the Trustee Council for FFY

1996 will continue into FFY 1997. The Trustee Council will reassess funding needs based on each project's progress, information gained during the year, and an assessment of restoration needs. It is anticipated that the Trustee Council will meet in late August or early September to approve the FFY 1997 Work Plan. If the proposed projects are not approved by the Trustee Council, they can not be implemented by the requesting agency.

Remember, the assumptions included in this memorandum are draft and the documentation requirements are simply a proposal. I will contact each of you on Wednesday February 7th, to discuss any suggested changes or comments. I would also like to point out that Mary Capobianco at OMB is reviewing this document, along with the Administrative Divisions of your departments, as appropriate, I will be incorporating any of their suggestions into the final instructions.

attachments

cc: Molly McCammon Mary Capobianco Kevin Brooks Nico Bus Larry Jones

EV Restoration

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 5, 1996

Representative Terry Martin Chairman Legislative Budget and Audit Committee State Capitol, Room 502 Juneau, Alaska 99801-1182

Dear Representative Martin:

This letter is to relay to you the results of my discussions with Senator Halford, the Governor's Office of Management and Budget, and the three state agencies that receive funding from the Excon Valdez Oil Spill (EVOS) Trustee Council.

As you know, since the Trustee Council was established by court order in 1991, state agencies receiving EVOS funds have used the Legislative Budget and Audit Committee to obtain approval to receive and expend these funds. This process has allowed the legislature to have the most complete and accurate information regarding EVOS projects, since approval was sought from LB&A following Trustee Council action.

More recently, the legislature has asked to have anticipated EVOS expenditures submitted with the governor's proposed operting budget in order to review them in the context of the individual agencies' regular operating budgets. To provide this information to you this year, the Office of Management and Budget will be submitting an FY97 budget amendment to the legislature. In the future this information will be included in the full budget proposal.

It is important to note that the information you will be receiving in the budget amendment will be estimates of future project funding and as such, will not be as complete as the information you received through the LB&A process. Project proposals for the federal fiscal year starting October 1, 1996 are due April 15, 1996. Proposals go through a number of independent scientific and public reviews before the Council takes action on them in late August. For some projects, the Council awaits the results of the summer field season before taking action, usually in December.

The information in the budget amendment will be our "best guess" as to what state agencies may be receiving for the next federal fiscal year. I fully anticipate we will need to use the LB&A process for changes following the legislative session and the Council's actions.

this year's budget.

At this time, we are still reviewing the need to seek approval for any capital items in

I would also like to clarify several aspects of the Council's funding process. The courtapproved Memorandum of Agreement requires unanimous consent of all six Trustees to make a funding decision. In addition, the Council must use one of the six Trustee agencies as the vehicle for funding projects, even if the funding is intended for a private entity. More than half of the Alaska Department of Fish and Game's EVOS funding actually consists of "pass-through" money to either the University of Alaska or some non-agency entity, or is used for the scientific peer review, public outreach, and administration functions of the Council that are primarily housed at ADF&G as a service to all six Trustees. The vast majority of the actual agency funding consists of research or resource management improvement projects related to the oil spill. To clarify what projects would be funded for agencies, the Council formally adopted a policy in its Restoration Plan regarding normal agency activities: "Government agencies will be funded only for restoration projects that they would not have conducted had the spill not occurred."

We are now five years through a ten-year process. Our work plan expenses are decreasing by about \$2 million a year. In response to strong public demand, the Council has established a reserve account to fund activities beyond the last Exxon payment in 2001. How those reserve funds are to be managed and spent in the future is still to be decided.

If you would like any further information on these issues or any other aspect of our program, please don't hesitate to contact me.

Sincerely,

Molly McCammon

Melly Mc Camms

Executive Director

cc: Senator Randy Phillips, Vice-chair, LB&A Committee

Senator Steve Frank, Co-chair, Senate Finance Committee

Senator Rick Halford, Co-chair, Senate Finance Committee

Representative Mark Hanley, Co-chair, House Finance Committee

. [;],

Representative Richard Foster, Co-chair, House Finance Committee

Annalee McConnell, Director, Office of Management & Budget

Commissioner Frank Rue, ADF&G

Commissioner Michele Brown, ADEC

Commissioner John Shively, ADNR

Assistant Attorney General Craig Tillery, ADOL

Restoration Office

645 "G" Street, Anchorage, AK 99501

Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Annalee McConnell

Director

Office of Management and Budget

Laci Crawer for

FROM:

Molly McCammon

Executive Director

DATE: January 29, 1996

RE:

EVOS Budget Amendment

AS 37.14.405(b) allows agencies to obtain authority to receive and expend *Exxon Valdez* oil spill settlement trust funds conditioned upon the program review provisions of the Legislative Budget and Audit Committee. Based on these statutes, revised programs have been submitted and approved by the Legislative Budget and Audit Committee since 1992. However, at the January 8 Legislative Budget and Audit meeting, Senator Halford moved to table RPL 11-6-9992. Since that time I have met with Senator Halford to discuss the concerns of the legislature, which appear to be based on the process we use and the timing of the requests.

While Alaska statutes permit the agencies to obtain authority through the Legislative Budget and Audit Committee, they also require the agencies to prepare and submit a budget under the Executive Budget Act. In addition, the language contained in the various appropriation bills allows the Legislative Budget and Audit Committee to approve requests that exceed the amounts appropriated by the legislature. Concerns have been raised over the fact that an initial appropriation of *Exxon Valdez* oil spill settlement trust funds is not contained in the bills.

The Exxon Valdez Oil Spill Trustee Council (EVOS) annually approves a work plan based on the federal fiscal year. The policy has been to submit requests to the Legislative Budget and Audit Committee to receive and expend funds once the Trustee Council has taken action. Due to the unique nature of the program, Trustee Council action typically occurs during the months of August and December. As a result, the full legislature does not have the opportunity to review EVOS projects until after the operating budgets of

the affected agencies have been signed into law.

One way to address these concerns is to present EVOS funding as a budget amendment to the Governor's proposed budget. Before discussing the format of a proposed budget amendment, it is important that the unique nature of the Trustee Council be explained. This unique nature involves the manner in which the funds are managed, the types of projects that are funded, and the processed used to projects.

The Trustee Council was formed to manage the joint use of all natural resource damage recoveries as specified in the Memorandum of Agreement and Consent Decree (MOA) between the United States of America and the State of Alaska. The MOA contains four essential elements. First, the funds shall be used by the Governments in such a manner as is agreed upon by the Governments. Second, all decisions shall be made by unanimous agreement of the Trustees. Third, the use of the funds were specified in the MOA. Fourth, public participation was recognized in the MOA as an integral part of the agreement. Pursuant to the MOA, the Council consists of three state Trustees and three federal Trustees.

The Trustee Council uses the funds from the settlement for activities to restore injured resources and services. The Council *does not* manage fish and wildlife resources or manage land. Fish and game management decisions are made by fish and game boards, or by appropriate federal or state agencies. However, the Trustee Council may fund research to provide information to those agencies or other groups.

In November 1994, the Trustee Council adopted the 'Exxon Valdez Oil Spill Restoration Plan'. The Restoration Plan provides long-term guidance for restoring the resources and services injured by the oil spill. It also contains policies for making restoration decisions and describes how restoration activities will be implemented.

One important policy relates to normal agency activities. The policy reads, "Government agencies will be funded only for restoration projects that they would not have conducted had the spill not occurred". Agencies are required to explain and justify why the Trustee Council should fund the project. This policy addresses the concern that restoration funds should not support activities that government agencies would do anyway.

Finally, restoration is a cyclical activity. The restoration priorities and needs embody a long-term, ecosystem view that is continually updated as new information is acquired. Thus, the most current information is used to determine the needs of injured resources and services and the priorities for restoration. On the basis of those priorities, the Trustee Council annually invites proposals and ideas for restoration from government agencies, universities, private industry and the public. Submissions undergo scientific, policy, and legal review. Following that review, a draft of the year's restoration program is distributed for public review. The Trustee Council uses information received from the public, scientists, and the Trustee's Public Advisory Group, and agency staff to decide

which restoration projects to fund that year. In the past, those projects approved by the Trustees and proposed for implementation by state agencies were submitted to the Legislative Budget and Audit Committee.

While it is recognized that a budget is a plan, and that agencies will endeavor to submit a reasonable proposal, it should also be recognized that the need to use the Legislative Budget and Audit Committee to refine the authority to receive and expend *Exxon Valdez* oil spill settlement trust funds will continue, even if general authorization is given in the annual operating budget. The magnitude of the refinement will depend on the flexibility contained in the appropriation bill.

I would propose language similar to that reflected below, be submitted as an amendment to the front section of the operating budget.

(a) The sum of \$ is appropriated from Exxon Valdez oil spill settlement trust funds for projects approved by the Exxon Valdez Oil Spill Trustee Council consistent with the Memorandum of Agreement and Consent Decree entered into by the United States of America and the State of Alaska allocated to the following departments:

Environmental Conservation Fish and Game Natural Resources

(b) The unexpended and unobligated balance of the appropriation made in (a) of this section lapses into the funds from which they were appropriated June 30, 1998.

This language addresses the desire of the legislature to include the authority to receive and expend *Exxon Valdez* oil spill settlement trust funds in the operating budget and provides flexibility to respond to changes in the restoration needs and the resulting decisions of the Trustee Council. It also recognizes that the Work Plans are based on the Federal Fiscal Year and is consistent with prior legislative action.

The amount requested will consist of those projects anticipated to be funded in the upcoming Federal Fiscal Year, plus authorization for new projects. To support the appropriation, the affected agencies would prepare and submit budget documentation. The documentation would set out, for each object or purpose of expenditure, the estimated amounts that are, during the next fiscal year, to be funded by the Trustee Council and expended by state agencies. This documentation would be provided at a level of detail sufficient for the legislature to determine the affected agency and Division.

Beginning in the proposed FY98 budget, authority to receive and expend *Exxon Valdez* oil spill settlement trust funds would be included in the proposal submitted to the legislature by the governor.

As outlined in this memorandum, the proposed front section language, combined with the supporting documentation addresses the concerns of the legislature. The funds would be appropriated in the operating budget and documentation would be provided at a level of detail sufficient for the legislature to determine the affect on the agencies prior to approval of the operating budgets.

If this approach is acceptable to the administration, it would be my intention to meet with Senator Halford to discuss the proposed approach and how it addresses the concerns expressed by the legislature.

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



January 30, 1996

Senator Rick Halford Alaska State Legislature State Capital, Room 508 Juneau, Alaska 99801-1182

Dear Senator Halford:

I am pleased to report that I have met with the Office of Management and Budget to discuss the concerns of the legislature regarding the method used to appropriate Exxon Valdez oil spill (EVOS) settlement trust funds and a proposed budget amendment for Fiscal Year 1997. Annalee McConnell, Director, Office of Management and Budget, is supportive of an amendment to the proposed administration budget.

In concept, we propose adding an amendment to the front section of the Fiscal Year 1997 Budget. In developing the anticipated Fiscal Year 1997 amendment, the agencies will use as a basis those projects that have been approved by the Trustee Council for Federal Fiscal Year 1996, together with incremental funding to support new projects, not yet identified, but that can be expected to result from our proposal solicitation process. Proposals for Federal Fiscal Year 1997 are due April 15, with the Council scheduled to act on them on August 31, 1996. To support the appropriation, the affected agencies would prepare and submit budget documentation. The documentation would set out for each object or purpose of expenditure the estimated amounts that during the next fiscal year are to be funded by the Trustee Council and expended by state agencies. This documentation would be provided at a level of detail sufficient for the legislature to determine the affected agency and division.

Beginning in the proposed Fiscal Year 1998 budget, authority to receive and expend EVOS settlement trust funds would be included in the proposal submitted to the legislature by the governor. In addition, Ms. McConnell has indicated she will be including information regarding the EVOS settlement trust funds in the Executive Budget Summary next year.

As we discussed, the need to use the Legislative Budget and Audit Committee to revise the authority to receive and expend Excon Valdez oil splil settlement trust funds will continue. The magnitude of such revisions will depend on the degree of specificity contained in the appropriation bill, which has a direct impact on the ability of

researchers and resource management agencies to respond to changes in restoration needs and the resulting decisions of the Trustee Council. In addition, we would still be using the LB&A Committee for any capital expenditures, including land acquisitions.

One issue yet to be resolved involves the appropriate technical method of reflecting an appropriation of this nature in the shortform and any resulting duplication of expenditures. I understand that this "double counting" issue is currently being reviewed by the administration and the legislature. Depending on the outcome of that review, it would be the intent of the administration that the technical method of accounting for the EVOS amendment would be consistent with other appropriations of the nature.

I look forward to meeting with you tomorrow to discuss the proposed approach and how it addresses the concerns expressed by the legislature. If this approach is acceptable, I would then request your assistance in obtaining approval to receive and expend the authority contained in RPL 11-6-9992 at the Legislative Budget and Audit Committee meeting scheduled for February 7.

Sincercly,

Molly McCammon Executive Director

nim/raw



October 1, 1995 - September 30, 1996

Agency	Project Number	Project Title	RPL 11-6-9990	RPL 11-6-9992	STATE FUNDS TOTAL
<u> </u>					
ADEC	96027	Kodiak Archipelago Shoreline Assessment	\$10.0	\$15.2	\$25.2
	96100	Administration, Public Information and Scientific	\$204.3		\$204.3
		Management			
	96115	Sound Waste Management Plan	\$28.3		\$28.3
	96507	EVOS Symposium Publication		\$35.0	\$35.0
		ADEC Total	\$242.6	\$50.2	\$292.8
4 DE0.0	00004	Description and Health Status	\$214.1		\$214.1
ADF&G		Recovery of Harbor Seals: Condition and Health Status	· ·	1	\$542.4
	96025	Mechanism of Impact and Potential Recovery of Nearshore	\$542.4		Φ 042.4
	00050	Vertebrate Predators	\$261.0	\$10.0	\$271.0
	96052	Community Involvement and Use of Traditional Knowledge	\$347.3		\$347.3
	96064	Monitoring, Habitat Use and Trophic Interactions of Harbor Seals in PWS	φυ+1.υ		Ψυ-11.5
	96086	Herring Bay Monitoring and Restoration Studies	\$173.0		\$173.0
		Administration, Public Information and Scientific	\$1,956.4		\$1,956.4
		Management			
	96106	Subtidal Monitoring: Eelgrass Communities	\$250.0	\$(22.8)	\$227.2
		Habitat Protection Acquisition Support	\$20.0		\$20.0
	96127	Tatitlek Coho Salmon Release	\$26.6	1	\$26.6
	96131	Chugach Native Region Clam Restoration		\$274.9	\$274.9
	96139A1	Salmon Instream Habitat and Stock Restoration - Little	\$55.0		\$55.0
		Waterfall Barrier Bypass			
	96139A2	Spawning Channel Construction Project - Port Dick, Lower	\$230.5	}	\$230.5
		Cook Inlet			
	96162	Investigations of Disease Factors Affecting Declines of	\$204.1	\$430.9	\$635.0
}		Pacific Herring Populations in PWS			
		Fish Diet Overlap Using Fish Stomach Content Analysis	\$21.5		\$55.7
	96163L	Historical Review of Ecosystem Structure in the PWS/GOA	\$4.8	\$27.5	\$32.3
		Complex and Abundance and Distribution of Forage Fish in		1)
		the Barren Islands			

EXXON VALDEZ TEE COUNCIL 1996 Federal Fiscal Year Project Budget October 1, 1995 - September 30, 1996

	Project		RPL	RPL	STATE FUNDS
Agency	Number		11-6-9990		TOTAL
Agendy		Pacific Herring Program Leadership	\$49.2		\$0.0
	96165	Genetic Discrimination of Prince William Sound Herring Populations	\$103.9	• •	\$103.9
	96166	Herring Natal Habitats	\$229.9	\$214.2	\$444.1
		Isotope Ratio Studies of Marine Mammals	\$150.4		\$150.4
		Kenai Habitat Restoration and Recreation Enhancement Project	\$281.0		\$281.0
	96186	Coded Wire Tag Recoveries From Pink Salmon in Prince William Sound	\$254.9		\$254.9
	96188	Otolith Thermal Mass Marking of Hatchery Reared Pink Salmon in PWS	\$93.2		\$93.2
	96190	Construction of Linkage Map for Pink Salmon Genome		\$167.7	\$167.7
		Oil-Related Embryo Mortalities in PWS Pink Salmon Populations	\$389.5	\$85.1	\$474.6
	96196	Genetic Structure of Prince William Sound Pink Salmon	\$71.3	\$107.2	\$178.5
	96210	Prince William Sound Youth Area Watch	\$115.0		\$115.0
	96214	Documentary on Subsistence Harbor Seal Hunting in PWS	\$77.4		\$77.4
	96225	Port Graham Pink Salmon Subsistence Project	\$95.3		\$95.3
	96244	Community Based Harbor Seal Management and Biological Sampling	\$128.5		\$128.5
	96255	Kenai River Sockeye Salmon Restoration	\$239.8	\$67.2	\$307.0
	96256	Columbia and Solf Lakes Sockeye Salmon Stocking		\$17.4	\$17.4
	96258A	Sockeye Salmon Overescapement Project	\$460.2	\$136.4	\$596.6
	96259	Restoration of Coghill Lake Sockeye Salmon	\$71.0	\$83.9	\$154.9
	96272	Chenega Chinook Release Program	\$52.3		\$52.3
	96320E	Salmon and Herring Predation	\$637.7		\$637.7
	96320G	Phytoplankton and Nutrients	\$162.2		\$162.2
	96320H	Zooplankton in the PWS Ecosystem	\$323.6		\$323.6
	96320I	Isotope Tracers - Food Webs of Fish	\$83.3		\$83.3
	96320J	Information Systems and Model Development	\$180.5		\$180.5
	96320K	PWSAC: Experimental Fry Release	\$61.4		\$61.4

EXXON VALDEZ TICE COUNCIL 1996 Federal Fiscal Year Project Budget October 1, 1995 - September 30, 1996

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	Project		RPL	RPL	STATE FUNDS
Agency	Number	Project Title	11-6-9990	11-6-9992	TOTAL
	96320M	Physical Oceanography in PWS	\$191.7		\$191.7
	96320N	Nekton/Plankton Acoustics	\$209.9		\$209.9
	96320R	SEA Trophodynamic Modeling and Validation Through	\$202.7		\$202.7
		Remote Sensing			
		Juvenile Herring Growth and Habitat Partitioning	\$1,141.6		\$1,141.6
		Energetics of Herring and Pollock	\$189.5		\$189.5
	96320Y	Variation in Local Predation Rates on Hatchery-Released Fry	\$40.0		\$40.0
	96320Z1	Synthesis and Integration	\$68.8		\$68.8
	96427	Harlequin Duck Recovery Monitoring	\$51.0	\$210.1	\$261.1
	96600	Program Management	\$53.5	\$51.9	\$105.4
		ADF&G Total	\$10,766.9	\$1,846.6	\$12,613.5
ADNR	96007A	Archaeological Index Site Monitoring	\$96.4		\$96.4
ļ.	96100	Administration, Public Information and Scientific	\$847.5		\$847.5
		Management			
	96126	Habitat Protection Acquisition Support	\$394.6	\$334.3	\$728.9
		Archaeological Site Stewardship	\$54.1		\$54.1
	96154	Comprehensive Community Planning for Restoration of	\$9.6		\$9.6
		Archaeological Resources in PWS and Lower Cook Inlet			
	96180	Kenai Habitat Restoration and Recreation Enhancement	\$241.9		\$241.9
		Project			
		ADNR Total	\$1,644.1	\$334.3	\$1,978.4
		TOTAL	\$12,653.6	\$2,231.1	\$14,884.7

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PROJECT		GENERAL			PROJECT			GENERAL	PROJECT
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PROJECT LISTING Form P1 Revised 8/1/95

AGENCY_	
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COMPONENT	

Revised Date:

|| FY 97 |

PROJECT TITLE:		LOCATION:		
NUMBER: AUTHORITY:		CONTACT:	\$100 P.M. Million	
	FY 95 ACTUAL	FY 96 AUTHORIZED	FY 97 ADJUSTED BASE	FY 97 GOVERNOR
71000 Personal Services				
72000 Travel				
73000 Contractual Services				<u> </u>
74000 Supplies and Materials				
75690 Equipment				
75025 Lands/Buildings				
77000 Grants, Claims			*- **	
78000 Miscellaneous				
TOTAL				
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PROJECT DETAIL AGENCY			Page 1 of 1	FY 97
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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Gina Belt, U.S. Department of Justice

Craig Tillery, Alaska Department of Law

FROM:

Molly McCammon

Executive Director

DATE:

February 5, 1996

RE:

Follow-up on auditors' management letter regarding CRIS

As you know, the Trustee Council has contracted with the firm of Elgee, Rehfeld and Funk for an audit of the Trustee Council funds and expenditures. Although the complete audit is not finalized, Mr. Max Mertz has identified two items that he believes warrant our immediate attention.

With this memo I am requesting that you review the issues Mr. Mertz raises in the attached letter, and provide me as soon as possible with the options available to the Council in response to these issues.

I would also like you to review options other than the CRIS that might be used for holding and investment of the Trustee Council's funds. As you know, the CRIS and its investment bank, Texas Commerce, are both located in Houston, Texas, far-removed from the Alaska Court and the Trustee Council operations. With approval of the Restoration Reserve, the Council's investment needs have changed. Our efforts over the past two years to establish the reserve account within CRIS have shown the system to be cumbersome, time-consuming and inefficient for this purpose. In fact, to date, the reserve has still not been established. Because of the difficulties in working at such a distance and with a system requiring multiple layers of review and approval, it would be far more preferable to work with an entity in Alaska.

If you need any further information to assist you in your review, please don't hesitate to contact me.

cc: Steve Pennoyer, NMFS
Deborah Williams, USDOI
George T. Frampton,Jr., USDOI
Phil Janik, USFS
Frank Rue, ADFG
Michele Brown, ADEC
Maria Lisowski, USDOA
Barry Roth, USDOI
Bill Brighton, USDOJ

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FAX COVER SHEET

To: Trustee Council	FAXED
From: Molly Mc Camp	MM Date: 2-5-94
Comments:	Total Pages: 6
Pls forward	to: Maria Lisowski -
	Barry Roth -
	Barry Roth - Bill Brighton -
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G. FRAMPTON

S. PENNOYER ___

FRANK RUE

G.BURDEN -

D. WILLIAMS -

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Gina Belt, DOJ	
To: Craig Tillery, DOL	Number:
Gina Belt, DoJ To: Craig Tillery, Doc From: Molly Mc Cammon	Date: 2-5-96
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ELGEE, REHFELD & FUNK

Certified Public Accountants

February 1, 1996

Ms. Molly McCammon
Executive Director
Excon Valdez Oil Spill Trustee Council
P.O. Box 20122
Juneau, Alaska 99802

As you know, during the week of December 11, 1995 George Elgee and I traveled to Washington D.C. and Houston, Texas. The purpose of our trip to Washington D.C. was to meet with representatives of the Department of the Interior regarding the procedures used to administer the U.S. Natural Resources Damage Assessment and Restoration Fund. The purpose of the Houston, Texas trip was to meet with representatives of the Court Clerk of U.S. District Court for the Southern District of Texas, which administers the Court Registry Investment System (CRIS), and the contractor which provides investment services for CRIS, Texas Commerce Bank (TCB).

During an audit, it is customary for auditors to report to management matters that may come to our attention which represent opportunities for strengthening internal controls and operating efficiency. Usually, these matters are conveyed to management subsequent to the completion of the audit. However, two matters which were discussed during our trip warrant immediate attention. The following provides a background and our recommendations with respect to these matters.

1. Registry Fees

The United States of America (United States) and the State of Alaska (State) entered into a Memorandum of Agreement and Consent Decree (MOA) on August 28, 1991. The MOA was made to maximize the funds available for restoration of natural resources and to resolve their claims against one another relating to the T/V Exxon Valdez Oil Spill (Oil Spill). Pursuant to the MOA and court order, payments pursuant to the Agreement and Consent Decree (Agreement) with Exxon are deposited with CRIS. Upon unanimous consent of the Trustee Council, funds are transferred from CRIS to the United States and the State to be spent in accordance with the MOA.

CRIS invests amounts not yet transferred in obligations of the United States. These investments are generally U.S. T-Bills with maturities of less than 100 days. Interest earnings on these investments are reinvested by CRIS until transferred in accordance with the MOA. CRIS has prepared a "Participating Court Users Manual" for CRIS which details the structure of and procedures used in administering CRIS.

It is important to recognize that CRIS operates in a manner substantially different from that used by Court Clerks in receiving and holding case-related funds which are not placed with CRIS. The clerk of each federal court is responsible for the safekeeping and management of case-related funds that are periodically deposited with the court. These are known as "court registry funds". The Federal Rules of Civil Procedures require that funds are to be deposited in interest bearing accounts or invested in interest bearing instruments. The regulations further require that if funds are deposited into commercial banks and are in excess of federal deposit insurance levels, the bank must provide collateral. Acceptable collateral means U.S. Treasury securities or other obligations guaranteed by designated government agencies. By pledging these securities a commercial bank tells the Federal Reserve to set aside, in the name of the court, Treasury securities which the bank owns while the registry funds are on deposit in the bank. Posting collateral imposes a cost on a commercial bank in terms of both administrative time and forgone revenue. Thus the bank will normally reduce the interest it is willing to pay on deposited funds that require collateral. Under this procedure, the court clerk also spends significant time tracking depository assets and monitoring bank collateral. For this reason, the clerk charges a "registry fee" on assets held by the court. The registry fees charged by clerks is set forth in the Federal Register (Volume 56, No. 213, Monday November 4, 1991). Registry fees rates are ten percent of earnings on case-related registry deposits less than \$100 million. The rate declines on deposits in excess of \$100 million and when deposits are held for more than five years.

CRIS resolves the inefficiencies outlined above. As court registry funds are received by the Court Clerk of the U.S. District Court for the Southern District of Texas they are invested in U.S. T-Bills in the name of CRIS. Because of this, there is no need for collateral as described above. In addition, all accounting for CRIS related assets is performed by the bank contractor, TCB. As a result, the administrative time to the Court Clerk is significantly reduced from that described above. The Financial Administrator for the Court Clerk in Houston stated that CRIS generally generates approximately seventy five percent of all registry fees nation-wide. This case generates approximately ten percent of all CRIS registry fees. CRIS currently maintains hundreds of cases. We do not feel that this case consumes a disproportionate amount of the Court Clerk's time. In fact, a single individual at the Court Clerk in Houston performs substantially all activity related to CRIS. All other administration is performed by TCB.

For its services, TCB charges .025 percent of the cost of securities purchased when trades occur (i.e. when TCB, for example, sells a \$100,000 Treasury Security to CRIS, it charges \$100,025 for the security). This charge for services by TCB is in addition to the registry fee charged by the CRIS. TCB also charges a nominal additional fee to CRIS for investment services. These fees appear reasonable and fairly compensate TCB for its services. However, since the individual deposits made to CRIS by Exxon for this case are each less than \$100 million, the Court Clerk also imposes a registry fee of ten percent on all case-related earnings. We do not feel that the registry fees charged are reasonable given the limited costs to the Court Clerk to maintain CRIS. The following table shows the balances in CRIS for the U.S.A. vs. Exxon case and the registry fees paid each fiscal year since inception. Amounts shown are as of and for the federal fiscal years ending September 30:

Year	Registry Fees Paid	Balance at September	
1992	\$ 3,189	\$ 24,003,798	
1993	273,780	123,833,097	
1994	308,160	134,813,760	
1995	542,728	117,067,523	
	\$ 1.127.857		

The Court Clerk of the U.S. District Court for the Southern District of Texas is providing a valuable service which allows for higher returns on case-related balances than would otherwise be obtainable. However, the fees charged for this service are clearly disproportionate to the costs incurred by the Court Clerk for this service. We recommend you discuss this with legal counsel to determine what options are available to remedy this issue. Based on discussions with Mr. Michael Milby, the Court Clerk for the U.S. District Court for the Southern District of Texas, it appears that the Court Clerk agrees, and would support a reduction in the registry fee charged.

2. Wire Transfers

Currently, when disbursements are made from the registry funds for this case, the Court Clerk in Houston transfers the appropriate amount to the Court Clerk for the U.S. District Court, District of Alaska in Anchorage. This transfer occurs within the U.S. Treasury system. The Court Clerk in Anchorage then issues checks, as stipulated in the Joint Applications for Disbursement, to the State or Federal governments. Because of the administrative procedures involved, the time lag between when the funds are liquidated in CRIS and when the checks are again reinvested in the interest-bearing trust funds maintained by the State and Federal Governments is at least seven days. During this time lag, the funds are obviously not earning interest. We estimate that during fiscal 1995 the interest lost due to this time lag was at least \$95,000.

Based on discussions with the Court Clerks in Anchorage and Houston, the Anchorage Court Clerk does not have the ability to wire transfer funds. However, the Houston Clerk does. (Apparently the Houston Clerk is one of two or three Court Clerks in the country that has the ability to initiate wire transfers.) It also appears that the Houston Court Clerk could make the wire transfers directly from Houston. The Anchorage Clerk would generate a voucher to initiate the transfer and fax this voucher to Houston prior to the wire transfer being made. In this manner, the Anchorage Court continues to control the disbursement process.

By making this change, we feel that the lag time between liquidation at CRIS and reinvestment in the State or Federal Trust Funds could be reduced to one or two days.

If you would like to discuss these issues further, please don't hesitate to call.

Sincerely,

Max E. Mertz, CPA

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



February 5, 1996

Representative Terry Martin Chairman Legislative Budget and Audit Committee State Capitol, Room 502 Juneau, Alaska 99801-1182

Dear Representative Martin:

This letter is to relay to you the results of my discussions with Senator Halford, the Governor's Office of Management and Budget, and the three state agencies that receive funding from the *Exxon Valdez* Oil Spill (EVOS) Trustee Council.

As you know, since the Trustee Council was established by court order in 1991, state agencies receiving EVOS funds have used the Legislative Budget and Audit Committee to obtain approval to receive and expend these funds. This process has allowed the legislature to have the most complete and accurate information regarding EVOS projects, since approval was sought from LB&A following Trustee Council action.

More recently, the legislature has asked to have <u>anticipated</u> EVOS expenditures submitted with the governor's proposed operting budget in order to review them in the context of the individual agencies' regular operating budgets. To provide this information to you this year, the Office of Management and Budget will be submitting an FY97 budget amendment to the legislature. In the future this information will be included in the full budget proposal.

It is important to note that the information you will be receiving in the budget amendment will be estimates of future project funding and as such, will not be as complete as the information you received through the LB&A process. Project proposals for the federal fiscal year starting October 1, 1996 are due April 15, 1996. Proposals go through a number of independent scientific and public reviews before the Council takes action on them in late August. For some projects, the Council awaits the results of the summer field season before taking action, usually in December.

The information in the budget amendment will be our "best guess" as to what state agencies may be receiving for the next federal fiscal year. I fully anticipate we will need to use the LB&A process for changes following the legislative session and the Council's actions.

At this time, we are still reviewing the need to seek approval for any capital items in this year's budget.

I would also like to clarify several aspects of the Council's funding process. The court-approved Memorandum of Agreement requires unanimous consent of all six Trustees to make a funding decision. In addition, the Council must use one of the six Trustee agencies as the vehicle for funding projects, even if the funding is intended for a private entity. More than half of the Alaska Department of Fish and Game's EVOS funding actually consists of "pass-through" money to either the University of Alaska or some non-agency entity, or is used for the scientific peer review, public outreach, and administration functions of the Council that are primarily housed at ADF&G as a service to all six Trustees. The vast majority of the actual agency funding consists of research or resource management improvement projects related to the oil spill. To clarify what projects would be funded for agencies, the Council formally adopted a policy in its Restoration Plan regarding normal agency activities: "Government agencies will be funded only for restoration projects that they would not have conducted had the spill not occurred."

We are now five years through a ten-year process. Our work plan expenses are decreasing by about \$2 million a year. In response to strong public demand, the Council has established a reserve account to fund activities beyond the last Exxon payment in 2001. How those reserve funds are to be managed and spent in the future is still to be decided.

If you would like any further information on these issues or any other aspect of our program, please don't hesitate to contact me.

Sincerely,

Molly McCammon Executive Director

Molly Mc Cammo

cc: Senator Randy Phillips, Vice-chair, LB&A Committee
Senator Steve Frank, Co-chair, Senate Finance Committee
Senator Rick Halford, Co-chair, Senate Finance Committee
Representative Mark Hanley, Co-chair, House Finance Committee
Representative Richard Foster, Co-chair, House Finance Committee
Annalee McConnell, Director, Office of Management & Budget
Commissioner Frank Rue, ADF&G
Commissioner Michele Brown, ADEC
Commissioner John Shively, ADNR
Assistant Attorney General Craig Tillery, ADOL

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Trustee Agencies

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MEMORANDUM

To:

Michael Milby

U.S. District Court Clerk Southern District/of Texas

From:

Molly MicGarthmon

Executive Director

Date:

February 5, 1996

Subj:

Draft Order Establishing the Reserve Fund

We have reviewed the draft order establishing the *Exxon Valdez* Reserve Fund and have some questions regarding subsequent investments and any reinvestment of the initial deposit of the \$36,000,000 upon maturity.

The first paragraph of the order appears to be establishing the *Exxon Valdez* Reserve Fund. It is unclear if the second paragraph is defining the types of securities to be purchased in the initial deposit, or defining the parameters of the *Exxon Valdez* Reserve Fund now and in the future. The third paragraph states that subsequent investments shall meet the CRIS - *Exxon Valdez* Reserve Fund objectives and shall be directed by resolution of the *Exxon Valdez* Trustee Council and Court Order. It is assumed that the term objectives refers to those stated in paragraph one, but clarity is required concerning the Court Order.

The purpose of the *Exxon Valdez* Reserve Fund was to establish a separate account within the Court Registry Investment System to provide greater return than the current *Exxon Valdez* Liquidity Account. It has always been the intent of the Trustee Council to review the investment strategy annually and make adjustments to respond to the changing market. If this order defines the parameters of all subsequent investments and the reinvestment of funds upon maturity, then this order is unacceptable. However, if the order is defining the initial deposit and does not impact subsequent deposits or the reinvestment of funds upon maturity, I would suggest that the draft Order be amended to include the initial deposit of \$24,000,000 and the second deposit of \$12,000,000. This revision would require that the funds be evenly distributed between six separate zero coupon U.S. Treasury Securities with an approximate cost of \$6,000,000 each, and that these securities shall have respective maturity dates of

November 15, or a date as soon thereafter as possible, in each year from 1997 through 2002.

Finally, the Amended Order for Deposit and Transfer of Settlement Proceeds signed by Judge Holland on July 31, 1995, states that upon maturity of these securities and/or additional deposits, the custodian shall reinvest funds in such instruments and for such maturities as directed by order of this Court. It is unclear if CRIS would require two orders, one from the Anchorage Court and one from the Houston Court, to reinvest funds upon maturity and/or subsequent deposits. While it is recognized that a fund of this nature is unique, it should also be recognized that Judge Holland signed the order establishing the *Exxon Valdez* Reserve Fund on July 31, 1995, and we are just now reviewing the Houston order. If this order requires action by both the Anchorage and Houston Courts, I would hope that the two orders could be done concurrently and that future delays will be minimized. If the statement requires only an order by the Anchorage Court, clarity is required.

I would appreciate your prompt attention to this matter. If you have any questions, give me a call.

mm/raw

Restoration Office

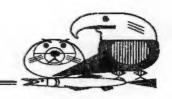
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FAX COVER SHEET

To: Michael Milby Number: 1-713-250-5014
From: Molly Mc Cammon Date: February 5, 1996
To: Michael Mulby Number: 1-713-250-5014 From: Molly McCammon Date: 7ebruary 5, 1996 Comments: Total Pages: 3
Please forward to Mr. Milton
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To: Michael Mulby Number: 1-713-250-5014
From: Mally McCammon Date: February 5, 1996 Comments: Total Pages: 3
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Please forward to Mr. Milby
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Trustee Agencies
State of Alaska: Departments of Fish & Game, Law, and Environmental Conservation
United States: National Oceanic and Atmospheric Administration, Departments of Agriculture and Interior

TRANSMISSION REPORT

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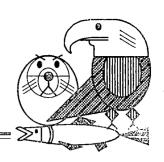
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Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Joe Sullivan/ADF&G

FROM:

Molly McCammon

Executive Director

RE:

Authorization -- Project 96190/Construction of a Linkage Map for the Pink

Salmon Genome

DATE:

February 2, 1996

The purpose of this memorandum is to formally approve work to proceed on Project 96190/Construction of a Linkage Map for the Pink Salmon Genome, as described in the Detailed Project Description and the follow-up letter from Dr. Fred Allendorf dated December 31, 1995. In approving Project 96190, the Trustee Council stated its expectation to fully fund the project for two years (FY 96 and FY 97) and encouraged Dr. Allendorf to seek funding from other sources for future years. In addition, the Council asked Dr. Allendorf to coordinate his work with similar work being conducted at the University of Alaska.

cc: Bob Spies

Traci Cramer Dan Moore Jim Seeb

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

TO:

Catherine Berg/DOI

FROM:

Molly McCammon

Executive Director

RE:

Authorization -- Project 96031/Development of a Productivity Index to Monitor the Reproductive Success of Marbled and Kittlitz's Murrelets in

Prince William Sound, Alaska

DATE:

February 2, 1996

The purpose of this memorandum is to approve expenditure of the funds authorized by the Trustee Council in December 1995 for Project 96031/Development of a Productivity Index to Monitor the Reproductive Success of Marbled and Kittlitz's Murrelets in Prince William Sound, Alaska. Funds must be spent in accordance with the Detailed Project Description and the follow-up memos from Kathy Kuletz dated July 21, 1995 and January 29, 1996.

cc:

Bob Spies

Traci Cramer

Restoration Office

645 G Street, Suite 401, Anchorage, Alaska 99501-3451 Phone: (907) 278-8012 Fax: (907) 276-7178



MEMORANDUM

To:

Restoration Liaisons, Work Force, and Legal Counsel

From

Molly McCamphony Executive Director

Date:

February 2, 1996

Subj:

Revised Chapter 5

We have completed a revised version of Chapter 5 of the *Restoration Plan* that incorporates comments received at the 1996 Restoration Workshop. However, final recommendations on the addition of cormorants, scoters, and kittiwakes to the injured resources list have note yet been incorporated into it. Given that you already have several other items (e.g., 1997 Invitation) to review, I have decided to delay giving you the Chapter 5 revisions until Friday, February 9. This will not have any bearing on the scheduled release of the 1997 Invitation, and should only mean a delay of 10 days in circulating Chapter 5 for public comment (most of them were to be mailed separately anyway).

Please remember the Restoration Work Force meeting scheduled for 11 a.m. on Monday morning. This meeting will be followed by Bob Loeffler's farewell luncheon. Thank you.

JUNEAU OFFICE

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FAX COVER SHEET

To: Restoration Work Force		
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RESTORATION WORK FORCE MEN	MBERS INCLUDE:	
Belt, Gina Berg, Catherine Fries, Carol Gibbons, Dave Joe Sullivan/Bill Hauser Bartels, Leslie/Lisa Thomas Miraglia, Rita	Morris, Byron Piper, Ernie Rice, Bud Spies, Bob Thompson, Ray Wright, Bruce	FAXE
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